PURCHASE DIVISION
Advice for approval for credit to supplier

6

| | | | | | |
|---|---|---|---|---|---|
| Date: | 23/01/23 | Prepared by | Kalpana | Serial no. | 13620 |
| Supplier name | Shubham Enterprises | | | HO inward no. | |
| Firm/Company | SSLLP | Project | SHLLP | HO received date | |
| PO/WO date | 19/01/23 | PO/WO No. | 96283 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 22-23/3995 | 20/01/23 | 45,992/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | | | |
|---|---|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | | | 45,992/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | | | |
| MRN nos.: | 116478 | Proof of delivery matches MRN | ☑ Yes □ No |
| Amount B –Other Credits : Transportation charges | | | – |
| Amount C –Other Debits : | | | – |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | | | 45,992/- |
| Amount E – PO / WO value: | | | 47,160/- |
| Amount F – Difference (A – E): | | | 1,168/- |
| Quantity received as per PO /WO | □ Yes □ Excess received □ Short received ☑ Part received | | |
| Close PO / WO | □ Yes ☑ No – wait for balance material □ Other | | |
| Payment – due date | 30/01/23 | | |
| Remarks: | Part Bill | | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | | | | |
| Sign: | | | | | |
| Date | | | | | |
| Approval limit | Upto 20k | Above 20k | Above 100k | Upto 20k | Above 20k |

APPROVED
23 JAN 2023
MINESH PARIKH
MANAGER PROCUREMENT

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

GSTIN : 36AELFS6374J1ZC
PAN No. : AELFS6374J

**TAX INVOICE**

Ph : (O) : 66318150
: 66568151
: 66568150

# SHUBHAM ENTERPRISES

# 5-2-282/301, 3rd Floor, Mahavir Complex, Hyderbasti, R.P. Road, Secunderabad-500 003. T.S.
E-mail : shubhamentp1999@yahoo.co.uk
**MSME UAN : TS020055126**

**Invoice No. :** SE/22-23/3995 **Date :** 20-Jan-23 P.O. No. PO NO : 96283 // 170713 Date 20-Jan-23

Reverse Charge (Y/N) : No D.C. No. : COLLECED BY OWN PERSON Date 20-Jan-23

State : Telangana State Code : 36 Vehicle No. : E-Way Bill No. :

| Bill to Party : | Ship to Party : |
|---|---|
| **SUMMIT SALES LLP**<br>5-4-187 / 3& 4, II ND FLOOR,<br>MG ROAD , SECUNDERABAD - 500003<br>SECUNDERABAD<br>State: Telangana(36)<br>**GSTIN No.: 36ACQFS2044C1Z7** | **SUMMIT SALES LLP**<br>5-4-187 / 3& 4, II ND FLOOR,<br>MG ROAD , SECUNDERABAD - 500003<br>SECUNDERABAD<br>State: Telangana(36)<br>**GSTIN No.: 36ACQFS2044C1Z7** |

| | DESCRIPTION | HSN CODE | QUANTITY | RATE Rs. Ps. | AMOUNT Rs. Ps. |
|---|---|---|---|---|---|
| 1 | 6M METAL BOX | 85381010 | 300.00 NOS | 49.50 | 14,850.00 |
| 2 | 2M METAL BOX | 85381010 | 100.00 NOS | 24.75 | 2,475.00 |
| 3 | SPRING WIRE 30 METERS | 72299032 | 10 BOXES | 410.00 | 4,100.00 |
| 4 | FAN ROUND SHEET | 39174000 | 200.00 NOS | 13.00 | 2,600.00 |
| 5 | PVC ROUND SHEET SMALL | 39174000 | 1,000.00 NOS | 7.00 | 7,000.00 |
| 6 | 25SD4 SUDHAKAR 25MM PVC DEEP JB 4WAY | 39174000 | 180.00 NOS | 34.17 | 6,151.00 |
| 7 | 19F 3/4" PVC FLEXIBLE PIPE | 39173290 | 6 ROLL | 300.00 | 1,800.00 |
| | | | | | 38,976.00 |
| | CGST TAX 9 % | | | | 3,507.84 |
| | SGST TAX 9% | | | | 3,507.84 |
| | ROUNDED | | | | 0.32 |
| | | | | | 45,992.00 |

INWARD
Inward No. 19305 Dt: 20/1/23
MRN No: 116478 Dt: 21/01/23
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST. INWARD No: 16453 Date: 23/1/23 Sign:

**Indian Rupees Forty Five Thousand Nine Hundred Ninety Two Only**
**Despatched Through :**
**Destination :**



1.Goods once sold will not be taken back.
2.Interest 24% p.a. will be applicable after due date.
3.Subject to Secunderabad Jurisdiction.
**4.Cheque return Charges Rs. 500/-**
5.Bank Details : **PUNJAB NATIONAL BANK, Account No. : 363100160000013**
**IFS Code : PUNB0363100**

E.&O.E.

For **SHUBHAM ENTERPRISES**

# Purchase Order

 19-01-2023 16:07:14

96283
10.01.23 4:03:11

| | |
|---|---|
| From Company : | **Summit Sales LLP**<br>5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.<br>G S T No. : 36ACQFS2044C1Z7 |

| **Supplier Details** | | | |
|---|---|---|---|
| Shubham Enterprises | **Doc No** | 96283 | 170713 |
| 5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003 | **Doc Date** | 19-01-2023 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AELFS6374J1ZC 6656-8151.. | **Quote Date** | 17-01-2023 | |
| 040-66318150/23468151 9849153774 | **SupplyType** | Supply | |

**Kind Attn : Viral.**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 564400 - ELCD-Electrical - Metal Box-- - 6Way - Nos | 320.00 | 110.00 | 55.00 | 18.00 | 18,691.20 |
| 2 | 119700 - ELCD-Electrical - Metal Box-- - 2Way - Nos | 100.00 | 55.00 | 55.00 | 18.00 | 2,920.50 |
| 3 | 803400 - ELCD-Electrical - Spring wire-- - 30mtrs bundle - Bundles | 10.00 | 410.00 | 0.00 | 18.00 | 4,838.00 |
| 4 | 750700 - ELCD-Electrical - Round covers -PVC- - 150mm - Nos | 200.00 | 13.00 | 0.00 | 18.00 | 3,068.00 |
| 5 | 556700 - ELCD-Electrical - Round covers -PVC- - 75mm - Nos | 1,000.00 | 7.00 | 0.00 | 18.00 | 8,260.00 |
| 6 | 304600 - ELEC-Electrical - Deep Box-PVC- - 25MM - Nos | 180.00 | 81.36 | 58.00 | 18.00 | 7,257.96 |
| 7 | 472300 - ELEC-Electrical - Flexible pipe-- - 20MM-50Mtrs - Bundle | 6.00 | 300.00 | 0.00 | 18.00 | 2,124.00 |
| | | | | | **Total Order Value . . .** | **47,159.66** |

Rupees : Fourty Seven Thousand One Hundred Fifty Nine and Paise Sixty Six Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | All items shall be of sudhakar brand/company |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | GST included in the above prices |
| **Delivery Date** | With in 4 days |
| **Delivery Location** | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra |
| **Penality For Delay** | Nil |
| **Transportation** | Transport cost shall be borne by us. |
| **Warranty** | Nil |
| **Advance Paid** | NIL |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications, above order is for stock replanish purpose |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |

| S.no. | Bill no. | [illegible] | Amount |
|---|---|---|---|
| 1. | 22-23/3995 | 20/01/23 | 45,992/- |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |

For ***Summit Sales LLP***

Authorised Signatory

Name : 20/01/2023

Name : ________________

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Date : __/__/____

# Purchase Order

 19-01-2023 16:07:14 Original / Office Copy / Purchase Div.Copy

**Remarks** 'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

For ***Summit Sales LLP***

Authorised Signatory

Name : 20/01/2023

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name :

Date : __/__/____

Requisition Form

Company Name: SSLLP

Site & Phase : SHLLP

Unit No./Block No.

Supplier:

Material required before date:

Date: 17.01.2023

Time: 11:00:00

Req. No. 170713

ID No. 83566

PO 96283.

| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
|---|---|---|---|---|---|---|
| 1 | ELEC8980-Electrical-Metal Box---6Way-Nos | 320 | 413 | 320 | | |
| 2 | ELEC6859-Electrical-Metal Box---2Way-Nos | 100 | 162 | 100 | | |
| 3 | ELEC1501-Electrical-Spring wire---30mtrs bundle -Bundles | 10 | 5 | 10 | | |
| 4 | ELEC8378-Electrical-Round covers -PVC--150mm-Nos | 200 | 250 | 200 | | |
| 5 | ELEC5228-Electrical-Round covers -PVC--75mm-Nos | 1000 | 156 | 1000 | | |
| 6 | ELEC7795-Electrical-Flexible pipe---20mm 50Mtrs-Bundles | 300 | 200 | 300 | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: For Stock Replenishing purpose

| | Engineer | Project Manager | Purchase | MD |
|---|---|---|---|---|
| Prepared By: | M.Asha jyothi | | | |
| Approved By: | Minish | | | |
| Sign & Date: | | | | |

APPROVED BY
18 JAN 2023
SOHAM MODI
MANAGING DIRECTOR