PURCHASE DIVISION

Advice for approval for credit to supplier (E)

Date:	04/02/23	Prepared by	Ashajyothi	Serial no.	**14132**
Supplier name	Gautham Enterprises			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	23/01/23	PO/WO No.	96395	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2914	31/01/23	5,450/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	5,450/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116966	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:	5,450/-
Amount E – PO / WO value:	5,452/-
Amount F – Difference (A – E):	–
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	13/02/23
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ashajyothi	APPROVED			
Sign:	Ashaj	06 FEB 2023			
Date	04/02/23	MINISH PARIKH			
Approval limit	Upto 20k	Above 20k MANAGER PROCUREMENT	Above 100k	Upto 20k	Above 20k

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.

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

Gautham Enterprises
1-10-98/19, Vallabh Nagar,Begumpet, Secunderabad
Pin-500016 Ph.27763763,40211963
PAN Number: ADIPA9683N
GSTIN/UIN: 36ADIPA9683N1ZW
State Name : Telangana, Code : 36
E-Mail : gautham_entps2424@yahoo.com

Consignee (Ship to)
Summit Sales LLP
Hyderabad
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Buyer (Bill to)
Summit Sales LLP
Hyderabad
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36
Place of Supply : Telangana

Invoice No. **2914**	Dated **31-Jan-23**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyer's Order No. **P.O.NO - 96395 dt 23.1.23**	Dated **31-Jan-23**
Dispatch Doc No.	Delivery Note Date
Dispatched through **Raghu**	Destination **TS10UB3123**
Vessel/Flight No.	Place of receipt by shipper:
City/Port of Loading	City/Port of Discharge
Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**10 kg**	545.00	461.86	kg		**4,618.60**
	CGST Output @ 9%					9	%		**415.67**
	SGST Output @ 9%					9	%		**415.67**
	Rounded Off								**0.06**
	Total			**10 kg**					**₹ 5,450.00**

INWARD
Inward No. 19350 Dt: 31/1/23
MRN No: 116966 Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 25231 Date: 1/2/23 Sign:

Amount Chargeable (in words)

E. & O.E

INR Five Thousand Four Hundred Fifty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200	4,618.60	9%	415.67	9%	415.67	831.34
Total	**4,618.60**		**415.67**		**415.67**	**831.34**

Tax Amount (in words) : **INR Eight Hundred Thirty One and Thirty Four paise Only**

Company's Bank Details
A/c Holder's Name : **Gautham Enterprises**
Bank Name : **Union Bank of India**
A/c No. : **022231043001908**
Branch & IFS Code : **Ameerpet Br & UBIN0802221**
SWIFT Code :

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Customer's Seal and Signature

for Gautham Enterprises

Vijay

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 30-01-2023 16:47:11 Original / Office Copy / Purchase Div.Copy

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

Supplier Details			
Gautam Enterprises	**Doc No**	96395	170745
7-2-625,Rashtrapathi Road, Secunderabad - 500003	**Doc Date**	23-01-2023	
	Quote No	Nil	
GSTIN -	**Quote Date**	23-01-2023	
27717725,66317725,66382615 9246535926	**SupplyType**	Supply	

Kind Attn : Mr. M. Sampath Raj

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	712600 - CONS-Consumables - Coffee Powder--Nescafe - 1kg - Packets	10.00	462.00	0.00	18.00	5,451.60
					Total Order Value . . .	**5,451.60**

Rupees : Five Thousand Four Hundred Fifty One and Paise Sixty Only.

Terms and Conditions :-

Specification /	All items shall be of 'Nescafe 'brand
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad 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 for SSLLP Site office purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
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 : 31/01/2023

Accepted the above Terms And Conditions

For ***Gautam Enterprises***

Name : ____________

Date : __/__/____

Purchase Order

 30-01-2023 15:01:03

96395
10.01.23 4:03:12

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

Supplier Details			
Gautam Enterprises 7-2-625,Rashtrapathi Road, Secunderabad - 500003	**Doc No**	96395	170745
	Doc Date	23-01-2023	
	Quote No	Nil	
GSTIN -	**Quote Date**	23-01-2023	
27717725,66317725,66382615 9246535926	**SupplyType**	Supply	

Kind Attn : Mr. M. Sampath Raj

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	712600 - CONS-Consumables - Coffee Powder--Nescafe - 1kg - Packets	5.00	462.00	0.00	18.00	2,725.80
	Total Order Value . . .					**2,725.80**

Rupees : Two Thousand Seven Hundred Twenty Five and Paise Eighty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Nescafe 'brand
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	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 for SSLLP Site office purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
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 : 31/01/2023

Accepted the above Terms And Conditions
For ***Gautam Enterprises***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP		Date:	23.01.2023			
Site & Phase :	SHLLP		Time:	11:00:00			
Unit No./Block No.							
Supplier:			Req. No.	170745			
Material required before date:			ID No.	83655			
S No	Item		Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS9323-Consumables-Coffee Powder--Nescafe-1kg-Pkts	PO 96395	5		5		
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:	For Ssllp site use purpose						
	Engineer		Project Manager		Purchase		MD
Prepared By:	M.Asha jyothi						
Approved By:	Minish						
Sign & Date:							

APPROVED
24 JAN 2023
MINISH PARIKH
MANAGER PROCUREMENT