PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	04/02/23	Prepared by	Asha jyothi	Serial no.	14124
Supplier name	Shweta Computers			HO inward no.	
Firm/Company	SSLLP	Project	HO	HO received date	
PO/WO date	19/01/23	PO/WO No.	96276	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	00033744	20/01/23	34,700/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	34,700/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	117007	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:	34,700/-
Amount E – PO / WO value:	34,700/-
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, 100% Advance payment

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Asha jyothi				
Sign:	Asha				
Date	04/02/23				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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06 FEB 2023
MINISH 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.

TAX INVOICE

☐ Original for Recepient ☐ Triplicate for Supplier
☐ Duplicate for Transporter ☐ Extra Copy

SHWETA COMPUTERS

SHOP NO. 1,2,3 AND 4, GROUND FLOOR , CHENOY TRADE CENTRE ,
PARKLANE ,SECUNDERABADTELANGANAHYDERABAD 500003
State Name 36 - Telangana
Phone:040-66143437,66143438,66143439,
Email:Shwetacomputers@shwetagroup.com
GSTIN:36ACUFS2935A1ZZ
PAN:ACUFS2935A

96276

Bill To :
SUMMIT SALES LLP
9502516262
5-4-187 / 3 AND 4, 3RD FLOOR, SOHAM MANSION, M.G ROAD,
SECUNDERABAD, Ranga Reddy, Telangana, 500003
HYDERABAD - 500003
Phone :
State : 36 - Telangana

Ship to:

Invoice No. : 00033744
Invoice Date : 20/01/2023
GSTIN : 36ACQFS2044C1Z7
PAN : ACQFS2044C
Due Date : 20/01/2023

SR : IRFAN
IRN : 106b5fb53b490d4aaeb37099edd8b27305a061fefd1d1e05f382d7c73455df13

SI	Product Description	HSN/SAC	Qty	Rate (incl GST)	Rate	Taxable Amount	CGST %	CGST Amt	SGST %	SGST Amt	IGST %	IGST Amt
1	PRN BROTHER HL-T4000W IND E78945J2H951518	84433240	1	34696.00	29403.39	29403.39	9	2646.31	9	2646.31	0	0.00
2	INK BOTTLE BROTHER BTD60	32151190	1	1.00	0.85	0.85	9	0.08	9	0.08	0	0.00
3	INK BOTTLE BROTHER BT5000 C/M/Y	32151990	3	1.00	0.85	2.54	9	0.23	9	0.23	0	0.00
						29406.78						
	CGST				9.00	2646.62						
	SGST				9.00	2646.62						
	ROUND OFF				0.00	- 0.02						
	Grand Total:		5			**34700.00**						

INWARD
Inward No: 855 Dt: 20/1/23
MRN No: Dt:
Received By: Samarjit Sign:
MODI PROPERTIES

Rupees Thirty-Four Thousand Seven Hundred Only.

Bank Details :

HDFC BANK PARADISE **A/C NO** : 50200010045314, **IFSC**: HDFC0000042

E.&O.E

For **SHWETA COMPUTERS**

Terms & Condition :

1. No warranty for burnt/Physical damage goods.
2. For Warranty bring Product with box.
3. In case of default interest payable @ 24% p.a. from bill date
4. All disputes are subject to **HYDERABAD** jurisdiction
5. Payment should be sent through A/c payee cheque/Draft only
6. Standard Warranty 11 months from the date of Invoice.
7. No warranty on adaptor,cables,earphone,other accessories & consumbales products etc
8. Warranty on all the parts or equipments is as per Manufacturer standard policy and shall be directly provided by Manufacturers only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 104806 Date: 28/1/23 Sign:

SHWETA COMPUTERS SEC-BAD

Authorised Signatory

SERVICE TIME : MONDAY TO FRIDAY 12 Noon to 5 PM

Printed from aceERP www.coral.in

Purchase Order

 19-01-2023 2:46:47 PM

96276
10.01.23 4:03:10

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

Supplier Details			
Shweta Computers	**Doc No**	96276	203228
Shop no. 1 to 4 & 1A, 2A, 58A, 59A, Chenoy Trade Centre, Parklane, Secunderabad - 500 003.	**Doc Date**	19-01-2023	
	Quote No	Nil	
GSTIN 36ACUFS2935A1ZZ	**Quote Date**	17-01-2023	
9248091726	**SupplyType**	Supply	

Kind Attn : Mr.Irfan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	729800 - COMP-Peripherals - Ink Tank Printer-Brother 4000DW - NA - Nos	1.00	29,407.00	0.00	18.00	34,700.26
					Total Order Value . . .	**34,700.26**

Rupees : Thirty Four Thousand Seven Hundred and Paise Twenty Six Only.

Terms and Conditions :-

Specification /	All items shall be of Brother brand/company
Payment Terms	100% Advance payment
Tax	GST included in the above prices
Delivery Date	With in 4 days
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation	Nil
Warranty	One year
Advance Paid	Rs. 34,700/-, by cheque..........
Other Terms	We reserve the right to reject items not conforming to quality and specifications, above order is for HO 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 : 20/01/2023

Accepted the above Terms And Conditions

For ***Shweta Computers***

Name : ______________

Date : __/__/____

Requisition Form						
Company Name:	Summit Sales LLP	Date:	2023-01-17			
Site & Phase :	Head Office	Time:				
Unit No./Block No.						
Supplier:	96276	Req. No.	203228			
Material required before date:		ID No.	83512			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	COMP7298-Peripherals-Ink Tank Printer-Brother 4000dw---Nos 29406.77	+18% 1	0	1		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	This is for HO					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Suneel					
Approved By:						
Sign & Date:						

APPROVED
20 JAN 2023
MINISH PARIKH
MANAGER PROCUREMENT