

PURCHASE DIVISION  
Advice for approval for credit to supplier



|                                                                                                                                                                                                                                        |                  |                     |            |                                                                                                                                                                 |                               |               |                                                                     |                                                                     |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|---------------------|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------|---------------------------------------------------------------------|---------------------------------------------------------------------|--|
| Date:                                                                                                                                                                                                                                  |                  | 08/02/23            |            | Prepared by                                                                                                                                                     | Ashajyothi                    |               | Serial no.                                                          | 14340                                                               |  |
| Supplier name                                                                                                                                                                                                                          |                  | Shubham Enterprises |            |                                                                                                                                                                 |                               | HO inward no. |                                                                     |                                                                     |  |
| Firm/Company                                                                                                                                                                                                                           |                  | SSLLP               |            | Project                                                                                                                                                         | SHLLP                         |               | HO received date                                                    |                                                                     |  |
| PO/WO date                                                                                                                                                                                                                             |                  | 19/01/23            |            | PO/WO No.                                                                                                                                                       | 96282                         |               | Scan ID.                                                            |                                                                     |  |
| Sl no.                                                                                                                                                                                                                                 | Bill no.         |                     |            | Bill date                                                                                                                                                       |                               | Bill amount   |                                                                     | Original attached                                                   |  |
| 1.                                                                                                                                                                                                                                     | 22-23/ 4241      |                     |            | 06/02/23                                                                                                                                                        |                               | 6,595 /-      |                                                                     | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |  |
| 2.                                                                                                                                                                                                                                     |                  |                     |            |                                                                                                                                                                 |                               |               |                                                                     | <input type="checkbox"/> Yes <input type="checkbox"/> No            |  |
| 3.                                                                                                                                                                                                                                     |                  |                     |            |                                                                                                                                                                 |                               |               |                                                                     | <input type="checkbox"/> Yes <input type="checkbox"/> No            |  |
| 4.                                                                                                                                                                                                                                     |                  |                     |            |                                                                                                                                                                 |                               |               |                                                                     | <input type="checkbox"/> Yes <input type="checkbox"/> No            |  |
| Amount A – Bills total (Excluding Transport & Hamali Charges):                                                                                                                                                                         |                  |                     |            |                                                                                                                                                                 |                               |               | 6,595 /-                                                            |                                                                     |  |
| Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report |                  |                     |            |                                                                                                                                                                 |                               |               |                                                                     |                                                                     |  |
| MRN nos.:                                                                                                                                                                                                                              | 117116           |                     |            |                                                                                                                                                                 | Proof of delivery matches MRN |               | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                                                                     |  |
| Amount B – Other Credits : Transportation charges                                                                                                                                                                                      |                  |                     |            |                                                                                                                                                                 |                               |               | -                                                                   |                                                                     |  |
| Amount C – Other Debits :                                                                                                                                                                                                              |                  |                     |            |                                                                                                                                                                 |                               |               | -                                                                   |                                                                     |  |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:                                                                                                                                                                            |                  |                     |            |                                                                                                                                                                 |                               |               | 6,595 /-                                                            |                                                                     |  |
| Amount E – PO / WO value:                                                                                                                                                                                                              |                  |                     |            |                                                                                                                                                                 |                               |               | 1,77,851 /-                                                         |                                                                     |  |
| Amount F – Difference (A – E):                                                                                                                                                                                                         |                  |                     |            |                                                                                                                                                                 |                               |               | 1,71,256 /-                                                         |                                                                     |  |
| Quantity received as per PO / WO                                                                                                                                                                                                       |                  |                     |            | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received |                               |               |                                                                     |                                                                     |  |
| Close PO / WO                                                                                                                                                                                                                          |                  |                     |            | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other                                  |                               |               |                                                                     |                                                                     |  |
| Payment – due date                                                                                                                                                                                                                     |                  |                     |            | 13/02/23                                                                                                                                                        |                               |               |                                                                     |                                                                     |  |
| Remarks:<br>Final bill                                                                                                                                                                                                                 |                  |                     |            |                                                                                                                                                                 |                               |               |                                                                     |                                                                     |  |
| Approved by                                                                                                                                                                                                                            | Purchase Officer | Purchase Manager    | M D        |                                                                                                                                                                 | Accountant                    |               | Accounts Manager                                                    |                                                                     |  |
| Name:                                                                                                                                                                                                                                  | Ashajyothi       |                     |            |                                                                                                                                                                 |                               |               |                                                                     |                                                                     |  |
| Sign:                                                                                                                                                                                                                                  | [Signature]      |                     |            |                                                                                                                                                                 |                               |               |                                                                     |                                                                     |  |
| Date                                                                                                                                                                                                                                   | 08/02/23         |                     |            |                                                                                                                                                                 |                               |               |                                                                     |                                                                     |  |
| Approval limit                                                                                                                                                                                                                         | Upto 20k         |                     | 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.

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/22-23/4241 Date : 6-Feb-23 PO NO : 96282 // 170712 6-Feb-23

Reverse Charge (Y/N) : No BY MAIL 6-Feb-23  
D.C. No. : Date :

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

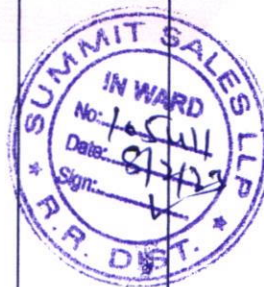
Bill to Party : **SUMMIT SALES LLP**  
5-4-187 / 3& 4, II ND FLOOR,  
MG ROAD , SECUNDERABAD - 500003  
SECUNDERABAD  
State: Telangana(36)

Ship to Party : **SUMMIT SALES LLP**  
5-4-187 / 3& 4, II ND FLOOR,  
MG ROAD , SECUNDERABAD - 500003  
SECUNDERABAD  
State: Telangana(36)

GSTIN No.: 36ACQFS2044C1Z7

GSTIN No.: 36ACQFS2044C1Z7

| DESCRIPTION    | HSN CODE | QUANTITY   | RATE      | AMOUNT       |
|----------------|----------|------------|-----------|--------------|
| 1 8M METAL BOX | 853800   | 90.00 NOS. | 62.10 Ps. | 5,589.00 Ps. |
| CGST TAX 9 %   |          |            |           | 503.01       |
| SGST TAX 9%    |          |            |           | 503.01       |
| ROUNDED        |          |            |           | (-)0.02      |
|                |          |            |           | 5,589.00     |
|                |          |            |           | 503.01       |
|                |          |            |           | 503.01       |
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**SUDHAKAR**  
PIPES AND FITTINGS

**Honeywell**  
THE POWER OF CONNECTED

**norisys®**

**AKG**

**Bharat M.S. Pipes**

**HAVELLS**

**MODI'S**  
CASING 'N' CAPPING | CONDUIT PIPES  
TRUNKINGS | TAPES | FLEX FIT

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.

E.&O.E.

For **SHUBHAM ENTERPRISES**

4. Cheque return Charges Rs. 500/-

5. Bank Details : **PUNJAB NATIONAL BANK**, Account No. : 3631001600000013  
IFS Code : PUNB0363100



# Purchase Order

Page(s) 1 Of 2

19-01-2023 15:43:00



96282

10.01.23 4:03:11

iv.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

Shubham Enterprises  
5-2-288/D, Hyderbasti, R.P. Road, Lane Opp. Arya Samaj, sec-bad-500 003

**GSTIN** 36AELFS6374J1ZC 6656-8151..  
040-66318150/23468151 9849153774

|                   |            |        |
|-------------------|------------|--------|
| <b>Doc No</b>     | 96282      | 170712 |
| <b>Doc Date</b>   | 19-01-2023 |        |
| <b>Quote No</b>   | Nil        |        |
| <b>Quote Date</b> | 17-01-2023 |        |
| <b>SupplyType</b> | Supply     |        |

**Kind Attn : Viral.**

Purchase Order for the Supply of following Items.

| Item Name                                                                            | Qty      | Rate     | Dis%  | GST   | Amount            |
|--------------------------------------------------------------------------------------|----------|----------|-------|-------|-------------------|
| 1 359000 - ELCD-Electrical - Conducting Pipe -PVC- - 25X1.2mm - Nos                  | 700.00   | 151.65   | 58.00 | 18.00 | 52,610.42         |
| 2 198000 - ELCD-Electrical - Conducting Bends -PVC- - 25X1.5mm - Nos                 | 1,000.00 | 18.76    | 58.00 | 18.00 | 9,297.46          |
| 3 272500 - ELCD-Electrical - Junction box -PVC- - 25mm - Nos                         | 600.00   | 59.02    | 56.00 | 18.00 | 18,385.91         |
| 4 468000 - ELCD-Electrical - Insulation tapes-- - 20nos - Boxes                      | 540.00   | 9.00     | 0.00  | 18.00 | 5,734.80          |
| 5 802400 - ELSW-Electrical - Al service wire -4 mm-South King - 90mtrs - Bundles     | 10.00    | 2,050.00 | 0.00  | 18.00 | 24,190.00         |
| 6 300700 - ELCO-Electrical - Co-Axial Cable-RG 6 TV Cable-Finolex - 100mtr - Bundles | 10.00    | 1,900.00 | 0.00  | 18.00 | 22,420.00         |
| 7 898000 - ELCD-Electrical - Metal Box-- - 8Way - Nos                                | 200.00   | 138.00   | 55.00 | 18.00 | 14,655.60         |
| 8 457700 - ELTE-Electrical - Telephone wire -2 Pair-Finolex - 90mtrs - Nos           | 5.00     | 985.00   | 0.00  | 18.00 | 5,811.50          |
| 9 223600 - ELCA-Electrical - Cat 6 cable--Dlink - 305mtrs - Bundles                  | 2.00     | 7,410.00 | 0.00  | 18.00 | 17,487.60         |
| 10 304600 - ELEC-Electrical - Deep Box-PVC- - 25MM - Nos                             | 180.00   | 81.36    | 58.00 | 18.00 | 7,257.96          |
| <b>Total Order Value . . .</b>                                                       |          |          |       |       | <b>177,851.25</b> |

Rupees : One Lakh(s) Seventy Seven Thousand Eight Hundred Fifty One and Paise Twenty Five 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** Within 4 days  
**Delivery Location** Summit Housing LLP  
Cherlapally, Behind Kingston PG college, Hyderabad  
Phone. 9618244433, Hamendra  
**Penalty For Delay** Nil  
**Transportation** Transport cost shall be borne by us  
For **Summit Sales LLP**

Authorised Signatory

Name :

## For MDs APPROVAL

- ☒ High Value/quantity beyond limits.  
☐ Po/Req. processed-post approval.  
☐ Approval for technical details/clarification.  
☐ Replenishing SSLLP stock

## PART DELIVERY DETAILS

| S.no. | Bill no. | BU DL    | Amount     |
|-------|----------|----------|------------|
| 1     | 4063     | 24/01/23 | 1,71,237/- |
| 2     |          |          |            |
| 3     |          |          |            |

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

**APPROVED BY**  
21 JAN 2023  
SOHAM MODI  
MANAGING DIRECTOR

Name :

Date : / /

## Purchase Order

Page(s) 2 Of 2

19-01-2023 15:43:00

Original / Office Copy / Purchase Div. Copy

**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 replenish purpose

**Completion Date** Nil

**Measurement** 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 **Shubham Enterprises**

Name :

Date : \_/\_/

# Requisition Form

Company Name: SSLLP

Site & Phase : SHLLP

Unit No./Block No.

Supplier:

Material required before date:

S No Item

- 1 ELEC8842-Electrical-Co Axial Cable-RG 6 TV Cable-Finolex- 100mtr-Bundles
- 2 ELEC1684-Electrical-Telephone wire -2 Pair-Finolex-90mts-Nos
- 3 ELEC6991-Electrical-Cat 6 cable--D link- 305mts-Bundles
- 4 ELEC1392-Electrical-Al service wire -4 mm-South King-90mts-Bundles
- 5 ELEC4220-Electrical-Conducting Pipe -PVC--25X1.2mm-Nos
- 6 ELEC3590-Electrical-Conducting Bends -PVC--25X1.5mm-Nos
- 7 ELEC3046-Electrical-Deep box -PVC--25mm-Nos
- 8 ELEC6126-Electrical-Junction box -PVC--25mm-Nos
- 9 ELEC4374-Electrical-Insulation tapes---20nos-Boxes
- 10 ELEC2354-Electrical-Metal Box---8Way-Nos

Remarks: For Stock Replenishing purpose

Engineer

Prepared By: M.Asha Jyothi

Approved By: Minish

Sign & Date:

Date: 17.01.2023

Time: 11:00:00

Req. No. 170712

ID No.

83565

Qty required at site

Qty available

Order Qty Inward No Inward Date

Po 96282

Project Manager

Purchase

MD

APPROVED BY  
18 JAN 2023  
SOHAM MODI  
MANAGING DIRECTOR