PURCHASE DIVISION
Advice for approval for credit to supplier

(e)

Date:	07/03/23	Prepared by	Minish	Serial no.	**15472**
Supplier name	SVR Telecom Services			HO inward no.	
Firm/Company	SSLLP	Project	HO	HO received date	
PO/WO date	09/02/23	PO/WO No.	9700/	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	SI-4247	15/02/23	10,350/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			10,350/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:	118213	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:			10,350/-
Amount E – PO / WO value:			10, 350/-
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	13/03/23		
Remarks:	final Bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date		07 MAR 2023			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
07 MAR 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

SVR TELECOM SERVICES

2-1-392/1/3/8, Tilaknagar, Nallakunta, Hyderabad – 500044
Phone No. 9848294384
GSTN:36ADIPV3204E1ZP

Po No 97001

Customer	**Summit Sales LLP**		
Address	5-4-187/3&4, 2nd Floor, M G Road, Secunderabad	Invoice No	SI-4247
GST NO	**36ACQFS2044C1Z7**	Invoice Date	15/02/2023

Sl. No	DESCRIPTION OF GOODS	HSN CODE	Rate	Qty. Units	Gross Amount	Amount
01	**REDMI 10A SPORT (6/128)**	85171300	10,349.98	01	8,771.18	8,771.18

INWARD
Inward No: 920 Dt: 16/2/23
MRN No: 118213 Dt:
Received By: Jaman Sign:
MODI PROPERTIES

Received the goods in good condition.	**Total**	8,771.18
	CGST 9%	789.40
Signature :	**SGST 9%**	789.40
Designation :	**Amount**	**10,349.98**

Terms & Conditions :

1. All Disputes are subject to Hyderabad Jurisdiction.
2. Warranty in respected any product shall be of the manufacturer in In accordance with their terms and conditions
3. Goods once sold will not be taken back or exchanged.

For : **SVR TELECOM SERVICE**

SVR TELECOM SERVICES
Shop No.2-1-392/1/3/8, Tilaknagar Road, Nallakunta, Hyderabad - 500 044.

Authorized Signatory

16/2/23

SUMMIT SALES LLP
IN WARD
No: 10552
Date: 17/2
Sign:
R.R. DIST.

Purchase Order

 09-02-2023 14:01:59

97001
08.02.23 3:15:05

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

Supplier Details			
SVR Telecom Services shop 2-1-392/1/3/8, Thilaknagar Road, Nallakunta, Hyderabad.	**Doc No**	97001	203244
	Doc Date	09-02-2023	
	Quote No	Nil	
GSTIN 36AD1PV3204E1ZP	**Quote Date**	08-02-2023	
8801121212 8801121212	**SupplyType**	Supply	

Kind Attn : V. Raghavendar

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	725200 - COMP-Peripherals - Smart Phone-Android- - NA - NA *Redmi10 A sport*	1.00	8,771.18	0.00	18.00	10,349.99
	Total Order Value . . .					**10,349.99**

Rupees : Ten Thousand Three Hundred Fourty Nine and Paise Ninty Nine Only.

Terms and Conditions :-

Specification /	Brand is Redmi 10A sport
Payment Terms	100% Advance payment
Tax	Included in the above prices
Delivery Date	With in 3 days from the date of advance paid
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. 10,349.99, by RTGS/NEFT, Dated.........
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damage is in suppliers account above order is for admin dept for attendence 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 : 07/03/2023

Accepted the above Terms And Conditions
For ***SVR Telecom Services***

Name : ______________________

Date : __/__/____

Requisition Form						
Company Name:	Summit Sale LLP	Date:	2022-02-08			
Site & Phase :	HO	Time:				
Unit No./Block No.	Po no:- 97001					
Supplier:		Req. No.	203244			
Material required before date:		ID No.	84165			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1 7252	COMP7995-Peripherals-Smart Phone-Android---Nos	1	0	1		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	This is admin dept for Attendence					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Suneel					
Approved By:						
Sign & Date:						

APPROVED
07 MAR 2023
MINISH PARIKH
MANAGER PROCUREMENT