PURCHASE DIVISION
Advice for approval for credit to supplier

©

Date:	08/03/23	Prepared by	Minish	Serial no.	15575
Supplier name	Navkar Electrical Enterprises			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	23/02/23	PO/WO No.	97493	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	NEE/4494/22-23	01/03/23	3,540/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,540/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 117997 — 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:	3,540/-
Amount E – PO / WO value:	3,540/-
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:		APPROVED			
Sign:		09 MAR 2023			
Date		MINISH PARIKH MANAGER PROCUREMENT			
Approval limit	Upto 20k	Above 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.

Tax Invoice

(ORIGINAL FOR RECIPIENT)

Navkar Electrical Enterprises
Shop No.1141/B, 5-3-373 to 374
Opp Arya Samaj Mandir
Gujarathi School Lane, R.P. Road
Secunderabad-500003
GSTIN/UIN: 36BPCPB1957F1Z7
State Name : Telangana, Code : 36
E-Mail : navkarelectricals2014@gmail.com

Buyer (Bill to)
Summit Sales LLP
5-4-187/3&4, II Nd Floor, M.G Road,
Secunderabad.
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Invoice No.	Dated
NEE/4494/22-23	**1-Mar-23**
Delivery Note	Mode/Terms of Payment
	By Rtgs
Reference No. & Date.	Other References
Buyer's Order No.	Dated
97493	**23-Feb-23**
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination
By Person	**Shop**
Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**PVC Round Sheet** *75mm*	8536	**500.00 No's**	6.00	No's		**3,000.00**
	Output CGST @ 9%			9	%		**270.00**
	Output SGST @ 9%			9	%		**270.00**
	Total		**500.00 No's**				**₹ 3,540.00**

SUMMIT SALES LLP IN WARD No. 106765 Date 7/3/23 Sign R.R. DIST.

INWARD
Inward No. 19487 Dt: 01/3/23
MRN No: 117992 Dt: 2/3/23
Received By: Sign:
SUMMIT SALES LLP

Amount Chargeable (in words)
E. & O.E
INR Three Thousand Five Hundred Forty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
8536	3,000.00	9%	270.00	9%	270.00	540.00
Total	**3,000.00**		**270.00**		**270.00**	**540.00**

Tax Amount (in words) : **INR Five Hundred Forty Only**

Company's Bank Details
Bank Name : **HDFC BANK**
A/c No. : **50200048602212**
Branch & IFS Code : **Paradise & HDFC0000042**

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

for Navkar Electrical Enterprises

NAVKAR ELECTRICAL ENTERPRISES SECUNDERABAD

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 23-02-2023 13:03:50

97493
08.02.23 3:48:31

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

Supplier Details

Navkar Electrical Enterprises
1141/B,Opp Arya Samaj Mandir ,Gujrati School Lane ,RP Road Secunderabad-500003,Telangana

GSTIN 36BPCPB1957F1Z7

9652726688

Doc No	97493	170887
Doc Date	23-02-2023	
Quote No	Nil	
Quote Date	20-02-2023	
SupplyType	Supply	

Kind Attn : Mudit Bhansali

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 556700 - ELCD-Electrical - Round covers -PVC- - 75mm - Nos	500.00	6.00	0.00	18.00	3,540.00
		Total Order Value . . .			**3,540.00**

Rupees : Three Thousand Five Hundred Fourty 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 2 days
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 is for stock replenishing 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 : 23/02/2023

Accepted the above Terms And Conditions

For ***Navkar Electrical Enterprises***

Name : ____________

Date : __/__/____

Requisition Form

Company Name: SSLLP

Site & Phase : SHLLP

Unit No./Block No.

Supplier:

Material required before date:

Date: 20.02.2023

Time: 11:00:00

Req. No. 170887

ID No. 84548

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	ELEC5228-Electrical-Round covers -PVC--75mm-Nos	500	241	500		
2						
3						
4						
5						
6						
7						
8						
9						
10						

PO5 97493

Remarks: For Stock Replenishing purpose

6/7

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

APPROVED BY
21 FEB 2023
SOHAM MODI
MANAGING DIRECTOR