

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 11/4/23		Prepared by: Y. M. K. R.		Serial no.	
Supplier name: Social DNA				HO inward no.	
Firm/Company: SUMMIT		Project: SUP		HO received date	
PO/WO date		PO/WO No. 11041		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	506	31/3/23	72,100/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.: 20230412036	Proof of delivery matches MRN	☐ Yes ☐ No
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier:

Amount E – PO / WO value:

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

Remarks:

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Y. M. K. R.				
Sign:					
Date:	11/4/23				
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 weightment 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.

Registered Office: 6-3-1089/A-3-1, Gulmohar Avenue, Rajbhavan Road, Somajiguda, HYDERABAD - 500 082 (Andhra Pradesh) (INDIA)	Invoice No: 506	Date: 31.03.2023
	Our Service and tax details	Type of service Advertisement
	Buyer' GSTNO:36ACQFS2044C1Z7	PAN No. : AJIPM8876F Service Tax No.:AJIPM8876FSD001 GSTN :36AJIPM8876F1ZN SAC : 998365
	Mode/Terms of Payment	100% against invoice
	Buyer's Order :Contract	Date:16.11.2019

M/s Summit Sales LLP,
5-4-187/3&4, II nd Floor, M.G. Road, Secunderabad-500 003.
GST.NO: 36ACQFS2044C1Z7

S. No.	Particulars/ Descriptions	Unit Rate Rs.	Total Price Rs.
01	Campaign (Google ads) - Silver Oak Residency - Nilgiri Heights - AVR Gulmoher Homes (TS, USA) - Gulmoher Residency - Greenwood (Pune, NCR) Mayflower Platium Bloomdale For the month of Mar' 2023 SGST 9% CGST 9% R/o	12,045.68 11,850.81 6,495.59 10,898.46 405.56 6,887.90 12,518.05 61,102.05 61,102.05	61,102.05 61,102.05 5,499.18 5,499.18 72,100.41 00.41
	Total		72,100.00

Rupees : Seventy Two Thousand One Hundred Only

Terms & Conditions

1. All payments should be made on M/s. Social DNA

Account details M/s Social DNA

A/C No. 50200027063648, IFSC Code HDFC0000512
HDFC Bank, Somajiguda Branch, Rajbhavan Road,
Hyderabad-500 082



For- Social DNA
Aditya Raj Mankani
Authorized Signatory

Purchase Order

Item Company:

Summit Sales LLP
5-4-187/3&4, 11nd Floor Soham Mansion, I.G. Road
Secunderabad, TELANGANA, 500003
GSTNO:36ACQFS2044C1Z7

Delivery Location: Summit Sales Common Expenses

Supplier Details

Social DNA
6-3-1089/A-3-1, Gulmohar Avenue, Rajbhavan Road, Somajiguda, Hyderabad
Hyderabad, TG, 500082
GSTIN:36AJPM8876F1ZN
Aditya.9849561567
aditya@socialdna.in

PO No	20230411041	Quote No	11 Apr 2023
PO Date	11 Apr 2023	Quote Date	20230411031
Supply Type	Purchase Order	Requisition Num	

SNo.	Item Name	Addl Spec	Qty	Rate	Dist	Taxable Amount	GST%				Amount	
							IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT
1	PROM2697-Promotions-Design Charges-Display ad-- Nos.	Campaign (Google adwords) SOR, NGH, AGH(TS, USA), GMR, GHT (Pune, NCR), MPL & BRGV for the month of March 2023	1.00	61,102.05	0%	61,102	0%	9%	9%	0	5,499	5,499
Total Amount ...										0	5,499	5,499
												72,100