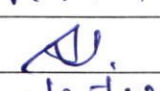


PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 31/05/23		Prepared by: V. RAVI		Serial no. 18681	
Supplier name: Paridhi Enterprises.				HO inward no.	
Firm/Company: S.S. LLP		Project: SHLP.		HO received date	
PO/WO date: 10.01.22		PO/WO No. 84398.		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	045	12.01.22	1,59,003 - 00	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				1,59,003 - 00	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	Pond No: 8082 dtd 29/1/22		Proof of delivery matches MRN		☐ Yes ☐ No
Amount B – Other Credits : Transportation charges				-	
Amount C – Other Debits :				9,003 - 00	
Amount D (D=A+B-C) – Amount to be credited to the supplier:				1,50,000 - 00	
Amount E – PO / WO value:				150,000 - 00	
Amount F – Difference (A – E):				NIL	
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		100% Advance Paid.			
Remarks: find bill & close this PO.					
(Note: Supplier has given invoice 530 bgs instead of 500 bgs.)					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:					
Date		31/05/23.			
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.



84398 N.

Form for closure of purchase order

PO no.: 84400	PO date: 10/01/2022	Req. no.: 164400	Advice Scan ID: 1244187	
Barcoded PO available ☐ Y/ ☒ N	Invoice original available ☐ Y/ ☒ N	Copy available ☒ Y/ ☐ N	POD available ☐ Y/ ☒ N	
Data required from site/engineers: Inward No: 8082 dtd 29.01.22.				
MRN nos. related to PO: Material Received at GVR Site within material				
☐ Part material received.	☒ Full material received.	☐ Material not received.		
☐ Close PO - Balance material will be re-ordered by new requisition.				
☐ Cancel PO. Material not required.	☐ Cancel PO. Material will be re-ordered by new requisition			
☐ Keep PO open. Material required.	☐ Keep PO open. Work under progress.			
Remarks by engineer: Received 530 Bags instead of 500 Bags. (for AD)				
Notes: 1. Provide details of material received by way of separate attachment. 2. Provide scanned copy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be scanned and sent to Ravi.				
Prepared by: R. Nishu	Sign: [Signature]	Date: 01/04/2023		
Data required from accounts:				
☒	Checked with E&D for receipt of bills.			
☒ Bills not received against this PO.	☐ Part bill received against this PO.	☐ All bills received against this PO.		
☒ Advance paid against this PO 100%.	Amount paid: 150,000/-	Date of payment: 17-01-22.		
Details of part bill received:				
Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				
Remarks by Accountants:				
Prepared by: [Signature]	Sign: [Signature]	Date: 15/5/23		
Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.				
Prepared by:	Sign:	Date:		
Remarks by Ravi + details of bills to be approved:				
Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.	045	12.01.22	159,000-00	
2.				
3.				
Remarks: Need MD's approval for enclosed invoice.				
Prepared by: Ravi	Sign: [Signature]	Date: 16/5/23		
Advice by MD - action to be taken.				
☒ Get certified bill from supplier (not original).	☐ Prepare bill in SSLP for material supplied.			
☒	Thereafter, prepare advice for credit to supplier and send to Soham for processing.			
☒	Close PO	☐	Keep PO open. Material awaited	
☐	Accounts to be reconciled with supplier. Get supplier's ledger.			
Remarks:				
Approved by: Soham	Sign:	Date:		

APPROVED BY
31 MAY 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

Page(s) 1 Of 1

28-03-2023 10:39:41

Original / Office Copy / Purchase Div.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

Paridi Enterprises
103, Premier Residency, Near: Chiran fort club, Begumpet, Hyderabad
16, TS.

GSTIN 36ARVPM0998B1ZB

9949935500

9949935500

Doc No	84398	169353
Doc Date	10-01-2022	
Quote No	NIL	
Quote Date	10-01-2022	
SupplyType	Supply	

Kind Attn : Ashish

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3002 - Cement - PPC - 50kgs - bags	500.00	234.38	0.00	28.00	150,000.00
Total Order Value . . .					150,000.00

Rupees : One Lakh(s) Fifty Thousand Only.

Terms and Conditions :-**Specification /** All items shall be of Bhavya brand/company**Payment Terms** 100% as advance**Tax** Inclusive of all taxes**Delivery Date** within 2 days

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil**Transportation** Included in the above prices**Warranty** Nil**Advance Paid** Rs 1,50,000/-Dt 17/01/2022.**Other Terms** We reserve the rights to the items not conforming to qty & specs. Hamali chrges extra Rs:5/- bag. Above order for GVRC use purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks** Delivery At Turkapally GVRC Contact Person Mr Ramesh Reddy-9848134856.For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Paridi Enterprises**

Name : _____

Name : _____

Date : __/__/__

(ORIGINAL FOR RECIPIENT) -

[illegible]

"TRUE COPY"

Amount Chargeable (in words)

INR One Lakh Fifty Nine Thousand Three Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
25232930	1,24,221.40	14%	17,391.00	14%	17,391.00	34,782.00
Total	1,24,221.40		17,391.00		17,391.00	34,782.00

Tax Amount (in words) : **INR Thirty Four Thousand Seven Hundred Eighty Two Only**

Company's PAN : ARVPM0998B

Declaration

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

for PARIDHI ENTERPRISES F.Y.-2021-22

Authorised Signatory

This is a Computer Generated Invoice