PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	6/7/23	Prepared by	Salman	Serial no.	
Supplier name	Social DNA			HO inward no.	
Firm/Company	Summit sales llp	Project	SSllp	HO received date	
PO/WO date	6/7/23	PO/WO No.	706025	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	112	30/6/23	1,07,357/-	☑ 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.: 20230725008 — 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:	1,07,357/-
Amount E – PO / WO value:	1,07,357/-
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	10/7/23
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Salman				
Sign:	6/7/23	[signature]			
Date		05 JUL 2023			
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.

A DIGITAL MARKETING COMPANY

social DNA
BUILD
AMPLIFY
MULTIPLY

Registered Office: 6-3-1089/A-3-1, Gulmohar Avenue, Rajbhavan Road, Somajiguda, HYDERABAD – 500 082 (Andhra Pradesh) (INDIA)	Invoice No: 112	Date: 30.06.2023
	Our Service and tax details **Buyer'** **GSTNO:36ACQFS2044C1Z7**	Type of service Advertisement 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	Campaigin (Google ads)		
	- Silver Oak Residency	11,440.25	
	- Nilgiri Heights	18,736.34	
	- AVR Gulmoher Homes (TS, USA)	11,499.95	
	- Gulmoher Residency	18,,936.28	
	- Mayflower Platium	11,277.45	
	- Bloomdale	19,089.96	
		90,980.23	90,980.23
	For the month of June' 2023		90,980.23
	SGST 9%		8,188.22
	CGST 9%		8,188.22
			1,07,356.67
	R/o		00.33
		Total	1,07,357.00

Rupees : One Lakh Seven Thousand Three Hundred Fifty Seven 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

Original

Company:	Summit Sales LLP 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36ACQFS2044C1Z7

lier Details				
al DNA 089/A-3-1, Gulmohar Avenue, Rajbhavan Road, Somajiguda, Hyderabad erabad, TG. 500082 IN:36AJIPM8876F1ZN /a, 9849561567 a@socialdna.in	PO No	20230706025	Quote No	
	PO Date	06 Jul 2023	Quote Date	06 Jul 2023
	Supply Type	Purchase Order	Requisition Num	20230706025

Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
					IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
PROM2697-Promotions-Design Charges-Display ad--Nos.	1.00	90,980.23	0%	90,980	0%	9%	9%	0	8,188	8,188	1,07,357
1											
							Total Amount ...	0	8,188	8,188	1,07,357

s in words : One Lakh Seven Thousand Three Hundred And Fifty Seven Only.

and Conditions:-

onal Specifications	Campaigin Google ads SOV,NGH,AVR Gulmahor,GMR,MPL,Bloomdale Inclusive of GST and other taxes.
ry Date :	Within ____ days of PO
ry Location :	As given above.
port:	By Vendor or Purchaser
nce Paid :	Nil. / ____ % of PO value.
ment Terms :	Within ____ days of delivery and on submission of bills.