PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	16/8/23	Prepared by	Ganesh	Serial no	
Supplier name	Smart Bot			HO inward no.	
Firm/Company	Summit Save Up	Project	SUP	HO received date	
PO/WO date	10/8/23	PO/WO No.	810039	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23-49	28/7/23	6490/-	☐ 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.: 0230816031	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:	6490/-
Amount E – PO / WO value:	6490
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	M D	Accountant	Accounts Manager
Name:	Ganesh				
Sign:	[signature]	[signature]			
Date	16/8/23	16 AUG 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.

SmatBot

TAX INVOICE

Subsidiary of Bytequark solutions
FeSo Social Media Private Limited
8-2-120-76-1-B-16 17 and 18 4th floor
Ashoka Hitech Chambers Road No. 2 Banjara Hills, Hyderabad -500034, Telangana
Ph 91 9205308991
www.smatbot.com
PAN AACCF6679F
GSTIN 36AACCF6679F1ZD
CIN No U22222TG2015PTC100809

Date 28-07-23
Invoice No JULY-SB-B-23-49

BILL TO:

Summit Sales LLP
Address: Raniganj, Hyd,
GST: 36ACQFS2044C1Z

DESCRIPTION	HSN Code	Duration	PRICE (INR)	TOTAL (INR)
PRO Plan No of Chats 5000 chats (1st Aug 23 to 31th Aug 23)	998314	1 Month	5,500	5,500
			CGST (9%)	495
			SGST (9%)	495
			TOTAL	6,490

Bank details

Account Number 3945265640
Account Bank Name Kotak Mahindra Bank
Account Holder Name FeSo Social Media Pvt Ltd
IFSC Code KKBK0000552
Bank Branch Location 6-3-110-9/1, Block A, Jewel Pavani Towers
Somajiguda, Hyderabad -500082 Telangana

Payment terms:

1 If any discrepancy in the invoice report to info@smatbot com with in 2 working days from the date of invoice raised
2 Payment has to be cleared within 7 days from the date of invoice
3 If payment is delayed over 30 days, all bots/plans will be disabled by Smatbot

Terms & Conditions :

* In the case where Facebook (Meta) Verification is needed, the plan will ONLY begin once verification is done and the bot goes live

** Getting Verified/Green tick is NOT SMATBOT's responsibility Smatbot can only assist in the process

If you have any questions about this invoice, please contact accounts@bytequark com

Thank You For Your Business!

Feso Social Media Pvt. Ltd. Hyderabad


Ph: 040-
Ph: 040-2953
Ph: 040-4855

Purchase Order

Original

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

Supplier Details

Feso Social Media Private Limited
8-2-120-76-1-B-16 17 and 18, 4th floor, Ashoka Hitech Chambers Road No. 2, Banjara Hills,
Hyderabad
Hyderabad, TG, 500034
GSTIN:36AACCF6679F1ZD
Sneha, 9205308991

PO No	20230810039	Quote No	
PO Date	10 Aug 2023	Quote Date	10 Aug 2023
Supply Type	Purchase Order	Requisition Num	20230810026

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	PROM2697-Promotions-Design Charges-Display ad-- Nos.	1.00	5,500.00	0%	5,500	0%	9%	9%	0	495	495	6,490
Addl Spec	PRO Plan 5000 chats for the month of august											
								Total Amount ...	0	495	495	6,490

Rupees in words : Six Thousand Four Hundred And Ninety Only.

Terms and Conditions:-

Additional Specifications	PRO Plan 5000 chats for the month of august
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within ____ days of PO
Delivery Location :	As given above.
Transport:	By Vendor or Purchaser
Advance Paid :	Nil. / ___ % of PO value.
Payment Terms :	Within ____ days of delivery and on submission of bills.

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