

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: <u>29/05/20</u>		Prepared by: <u>Mounika</u>	
PO/WO no. <u>67101</u>		PO / WO Date. <u>16/05/20</u>	
Supplier Name <u>veerabhadra enterprises</u>		PO/WO amount <u>14,903.40</u>	
Firm/Company <u>SSIP</u>		Project <u>SHIP</u>	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	<u>051</u>	<u>22/05/20</u>	<u>14,903.00</u>
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			<u>14,903.00</u>
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.			<u>79302</u> ☒ Yes ☐ No
2.			☐ Yes ☐ No
3.			☐ Yes ☐ No
4.			☐ Yes ☐ No
Amount B –Other Credits :			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			<u>14,903.00</u>
Amount E – PO / WO value:			<u>14,903.00</u>
Amount F – Difference (A – E):			
Quantity received as per PO / WO		☒ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)	
Is difference between PO / Bill acceptable?		☐ Yes ☐ No (explained below)	
Excess / short material received		☐ Approved – within acceptable limits ☐ No (explained below)	
Close PO / W?O		☒ Yes ☐ No – wait for balance material ☐ No (explained below)	
Advance paid / PDC given (deduct when paying)		☐ Yes – Rs. <u> </u> /- ☒ No	
Payment – due date		<u>01/06/20</u>	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:	<u>Mounika</u>	<u>[Signature]</u>	<u>[Signature]</u>
Date	<u>29/05/20</u>	<u>29/05/20</u>	<u>29/05/20</u>

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

Ph : 66338850
Cell : 7989596166

Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

D. No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. | Email : veerabhadra1930@gmail.com

Name: Summit Sales LLP

Address :

Invoice No. : 051

Invoice Date : 29/5/2020

DC No. : 90-67101

State : Telangana State Code : 36

GSTIN No. 36ACQFS20HHCI27

State : TS State Code : 36

Transportation Mode :

Vehicle Number :

Date of Supply :

[illegible]

Certified by:

Stores Manager

INWARD

Inward No: 14276

Dt: 27/5

ORDS

Dt: 28/5

Received By:

Sign: ✓

SUMMIT SALES LLP

Bank Details :

A/c. No. 303011023425

Branch : **General Bazar, Secunderabad.**

IFSC Code : KKBK0007450

Main Branch : Kotak Mahindra Bank

14
Total Amount before Tax

$$12630 = 00$$

Add SGST

$$1136 = 70$$

Add CGST

1136-70

Add IGST

Round Off

$$-0 = 40$$
Total Amount after Tax $14903 = UV$ **Total Tax Amount**

GRAND TOTAL	14903.00
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Terms & Conditions :

- All Cheques Should be in Favour of
M/s. Veerabhadra Enterprises, Hyderabad only
- Cheques Subject to realisation.
- Goods once sold will not be taken back.

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

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29-05-2020 14:20:06



67101

06.05.20 1:44:19

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

Supplier Details

Veerabhadra Enterprises
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.

GSTIN 36AEMPG9276J1ZV

040 - 66338850

9246269111

Doc No	67101	14511
Doc Date	16-05-2020	
Quote No	Nil	
Quote Date	16-05-2020	
SupplyType	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4039 - Consumables - Liso Cleaning Liquid - NA - ltrs	48.00	76.00	0.00	18.00	4,304.64
2 4046 - Consumables - Phinyle - 1Ltr - nos	50.00	45.00	0.00	18.00	2,655.00
3 4001 - Consumables - Air Freshner - NA - nos Room freshner	24.00	80.00	0.00	18.00	2,265.60
4 4022 - Consumables - Dettol - NA - nos hand wash	60.00	65.00	0.00	18.00	4,602.00
5 4001 - Consumables - Air Freshner - NA - nos Air pocket	24.00	38.00	0.00	18.00	1,076.16
Total Order Value . . .					14,903.40

Rupees : Fourteen Thousand Nine Hundred Three and Paise Fourty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra, 9502266233, Mahesh.
Penalty For Delay	Nil
Transportation Cost	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 for Stock maintain Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Veerabhadra Enterprises**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

Company Name:		SSLLP		Date:		16.5.2020	
Site & Phase :		SHLLP		Time:		14.30	
Supplier				Req. No.		14511	
Material required before date:			URGENT		ID No.		56751
No	Description	Size	Quantity	Units	Inward No	Date	
1	DETTOL HAND WASH		60	NOS			
2	LIZOL		48	NOS			
3	PHENYL		50	NOS			
4	ROOM FRESHNER		24	NOS			
5	AEIR PACKET		24	NOS			
6							
7							
8							
Remarks: FOR SSLLP STOCK MAINTAINANCE							
Prepared By		SOWMYA		Approved by			
Sign.& Date		16.05.2020		Sign. & Date			

Note: On receipt of material at site write inward number and date in last 2 columns.



Estimate/Draft PO

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16-May-20 4:27:28 PM

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

Veerabhadra Enterprises
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.

GSTIN 36AEMPG9276J1ZV

040 - 66338850

9246269111

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3 4001 - Consumables - Air Freshner - NA - nos Room freshner	24.00	38.00	0.00	18.00	1,076.16
4 4022 - Consumables - Dettol - NA - nos hand wash	60.00	65.00	0.00	18.00	4,602.00
5 4001 - Consumables - Air Freshner - NA - nos Air pocket	24.00	38.00	0.00	18.00	1,076.16
Total Order Value . . .					13,713.96

Rupees : Thirteen Thousand Seven Hundred Thirteen and Paise Ninty Six Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

Delivery Date Next Day.

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra, 9502266233, Mahesh.

Penalty For Delay Nil

Transportation Cost 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 for Stock maintain Purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks



For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Veerabhadra Enterprises**

Name : _____

Name : _____

Date : __/__/__