

Receiver's Signature

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		28/5/20		Prepared by:		Soumya.	
PO/WO no.		67250.		PO / WO Date.		21/5/20	
Supplier Name		Gautham Enterprises		PO/WO amount		6,990	
Firm/Company		ssllp		Project		Shilp.	
Sl. No.	Bill No.	22		Bill Date	21/5/20.		Bill amount
1.							6,990
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):							6,990.
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.				☐ 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:							6,990
Amount E – PO / WO value:							6,990
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. _____/- ☐ No			
Payment – due date				1/6/2020			
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	28/5/20	28/5	28/5/20		29/5/2020		

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/-

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

Gautham Enterprises
 1-10-98/19, Vallabh Nagar
 Begumpet, SECUNDERABAD
 Ph.No.040-27763763, 66338763
 Mobile No. 98480 35963
 GSTIN/UIN: 36ADIPA9683N1ZV
 State Name : Telangana, Code : 36
 E-Mail : gautham_entps2424@yahoo.com

Invoice No.

22

Dated

21-May-2020

Delivery Note

Mode/Terms of Payment

Supplier's Ref.

Other Reference(s)

Buyer's Order No.

P.O.NO 67250 dt 19.5.20

Dated

21-May-2020

Despatch Document No.

Delivery Note Date

Despatched through

Narender

Destination

TS10UB8387

Terms of Delivery

Buyer

Summit Sales LLP

Hyderabad

GSTIN/UIN

: 36ACQFS2044C1Z7

State Name

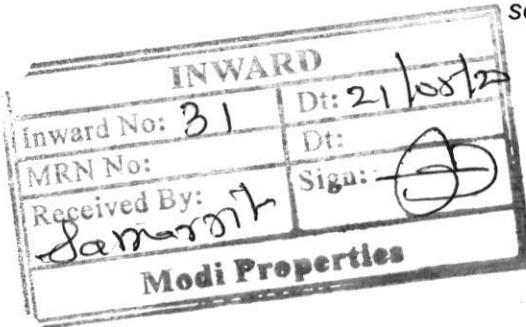
: Telangana, Code : 36

Place of Supply

: Telangana

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount	Taxable Value	Central Tax		State Tax		Total Amount
									Rate	Amount	Rate	Amount	
1	Nescafe Signature Premix	21011200	12 kg	355.93	kg		4,271.16	4,271.16	9%	384.40	9%	384.40	5,039.96
2	Nestea Lemon Tea	21011200	6 nos	275.42	nos		1,652.52	1,652.52	9%	148.73	9%	148.73	1,949.98
							5,923.68						
							533.13						
							533.13						
							0.06						
Total							₹ 6,990.00	5,923.68		533.13		533.13	

CGST Output - 9%
 SGST Output - 9%
 Rounded Off



Amount Chargeable (in words) INR Six Thousand Nine Hundred Ninety Only

E. & O.E

Company's Bank Details

Bank Name

: Andhra Bank

A/c No.

: 022231043001908

Branch & IFS Code

: Ameerpet Br & ANDB0000222

for Gautham Enterprises

Declaration

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

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice



Purchase Order

Page(s) 1 Of 1

19-05-2020 10:24:50

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



67250
15.05.20 11:58:47

Supplier Details

Gautham Enterprises
Shop No. 1-10-98/19, Begumpet, behind Panthalooms, Sec-Bad

GSTIN 36ADIPA9683N12W

2776-3763 / 6633-8763

NA

9848035963

Doc No	67250	16169
Doc Date	19-05-2020	
Quote No	Nil	
Quote Date	19-05-2020	
SupplyType	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4011 - Consumables - Coffee Powder - NA - kgs Nescafe	12.00	420.00	0.00	0.00	5,040.00
2 4060 - Consumables - Tea Powder - NA - kgs Lemon	6.00	325.00	0.00	0.00	1,950.00
Rupees : Six Thousand Nine Hundred Ninty Only.					Total Order Value . . . 6,990.00

Terms and Conditions :-

Specification / Brand All items shall be of 'Nestle' brand

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

Delivery Date Next Day.

Delivery Location Head Office
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
Phone. 040-66335551

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 staff using purpose.

Completion Date Nil

Measurment Nil

Security Nil

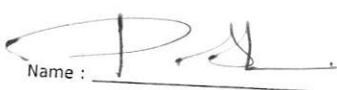
Remarks

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Gautham Enterprises**

Name : 

Name : _____

Date : __/__/__

67250

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