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PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	25/6/20	Prepared by:	T. Bhasker
PO/WO no.	68021	PO / WO Date.	16/6/20
Supplier Name	S S Company	PO/WO amount	1770
Firm/Company	East Side Residency LLP	Project	ESR
Sl. No.	Bill No.	Bill Date	Bill amount
1.	014	17/6/20	1770
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1770

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			80289	☑ 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:	1770
Amount E – PO / WO value:	1770
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 li~~mits ☐ 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	26/6/20
Remarks:_	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	25/6/20						

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

TAX INVOICE P.O. 68021 *(ORIGINAL FOR RECIPIENT)*

S.S Computers 5-2-199/200/A/4, 1st FLOOR, DISTILLERY ROAD, RANIGUNJ, SECUNDERABAD-500003 GSTIN/UIN: 36AAWPY3653P1ZE State Name : Telangana, Code : 36 E-Mail : mahendra74@gmail.com	Invoice No. **014**	Dated **17-Jun-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **EAST SIDE RESIDENCY ANNOJIGUDA LLP** 5-4-187/3&4, 2nd FLOOR, SOHAM MANSION MG ROAD, SECUNDERABAD GSTIN/UIN : 36AAHFE3373P1ZX State Name : Telangana, Code : 36	Buyer's Order No.	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Part No.	Quantity	Rate	per	Amount
1	CHARGER *FOR ACER LAPTOP*	8504	18 %		**1 Nos**	1,500.00	Nos	**1,500.00**
	Output CGST							**135.00**
	Output SGST							**135.00**
	Total				**1 Nos**			**₹ 1,770.00**

INWARD
Inward No: 1166 Dt: 17/6/20
MRN No: 80289 Dt: 22/6/20
Received By: Sign: 17/6/20
EAST SIDE RESIDENCY

ADITI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 66720
Date 23/06/20
Sign.

Amount Chargeable (in words) *E. & O.E*

Indian Rupees One Thousand Seven Hundred Seventy Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
8504	1,500.00	9%	135.00	9%	135.00	270.00
Total	**1,500.00**		**135.00**		**135.00**	**270.00**

Tax Amount (in words) : **Indian Rupees Two Hundred Seventy Only**

Company's Bank Details
Bank Name : **City Union Bank Ltd.,**
A/c No. : **510909010082782**
Branch & IFS Code : **HIMAYATNAGAR & CIUB0000061**

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

for S.S Computers

Authorised Signatory

SUBJECT TO SECUNDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 6/22/2020 3:31:46 PM Original / Office Copy / Purchase Div.Copy

From Company : **East Side Residency Annojiguda LLP**
5-4-187/3&4, II nd floor ,Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36AAHFE3373P1ZX

Supplier Details			
S.S.COMPUTERS	**Doc No**	68021	130115
5-2-199/200/A,1st Floor, Distillery Road, Ranigunj,Hyderabad,Telangana.	**Doc Date**	16-06-2020	
	Quote No	Nil	
GSTIN 36AAWPY3653P1ZE	**Quote Date**	16-06-2020	
9866106959	**SupplyType**	Supply	

Kind Attn : Mahendra Kumar Yadagiri

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5133 - Equipment - other - Battery Charger - NA - nos *Acer laptop charger*	1.00	1,500.00	0.00	18.00	1,770.00
					Total Order Value . . .	**1,770.00**

Rupees : One Thousand Seven Hundred Seventy Only.

Terms and Conditions :-

Specification /	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	East Side Residency Sy no 96/97, Annojiguda, Near: Pocharam, Hyderabad-501301 Phone. 9121309555
Penality For Delay	Nil
Transportation	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. Aboe order for Laxmikanth laptop charging purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***East Side Residency Annojiguda LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***S.S.COMPUTERS***

Name : ____________________

Name : ____________________

Date : __/__/____

Purchase Order

68021
16.06.20 2:49:39

From Company : **East Side Residency Annojiguda LLP**
5-4-187/3&4, II nd floor ,Soham Mansion, MG Road, Secunderabad-50000:
G S T No. : 36AAHFE3373P1ZX

Supplier Details			
S.S.COMPUTERS	**Doc No**	68021	130115
5-2-199/200/A,1st Floor, Distillery Road, Ranigunj,Hyderabad,Telangana.	**Doc Date**	16-06-2020	
	Quote No	Nil	
GSTIN 36AAWPY3653P1ZE	**Quote Date**	16-06-2020	
9866106959	**SupplyType**	Supply	

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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. Aboe order for Laxmikanth laptop charging purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***East Side Residency Annojiguda LLP***

Authorised Signatory

Name : 16/06/2020

Accepted the above Terms And Conditions

For ***S.S.COMPUTERS***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	East side Residency Annojiguda LLP	Date:	08-06-2020
Site & Phase :	East side Residency	Time:	14.00
Supplier		Req.No.	130115
Material required before date:	10-06-2020	ID No.	57496

No	Description	Size	Quantity	Units	Inward No	Date
1	Acer Laptop Charger	Std	01	Nos.	1500/-	
2					+18%	
3	68021					
4						
5						
6						
7						
8						
9						
10						

Remarks : for Laxmi kanth Laptop charging for work use purpose

Prepared By	Vijay Raj	Approved by	
Sign.& Date	08-06-2020	Sign. & Date	

APPROVED BY
09 JUN 2020
SOHAM MODI
MANAGING DIRECTOR