PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	6/7/20	Prepared by:	T. D. Murthy
PO/WO no.	6858	PO / WO Date.	1/7/20
Supplier Name	Sheshan Enterprises	PO/WO amount	Rs. 1,63,698/-
Firm/Company	Summit Sales LLP	Project	Summit Housing LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	386	2/7/20	Rs. 1,50,445/-
2.	399	3/7/20	Rs. 13,263/-
3.			–
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 1,63,708/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	386	2/7/20	80775	☑ Yes □ No
2.	399	3/7/20	80818	☑ 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:	Rs. 1,63,708/-
Amount E – PO / WO value:	Rs. 1,63,698/-
Amount F – Difference (A – E):	Rs. 10/-
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	11/7/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	[signature]				
Date	6/7/20	6/7	06/07/2020				

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/-

GSTIN : 36AMRPG2711M1ZT

TAX INVOICE

Ph : (O) : 66318150
: 66568150
: 66568151

SHUBHAM ENTERPRISES

5-2-288/D, Hyderbasti, Lane Opp. Arya Samaj, Secunderabad - 500 003.
E-mail : shubhamentp1999@yahoo.co.uk

Invoice No. : 386 **Date :** 2-Jul-2020 P.O. No. : **68508 // 14679** Date : **2-Jul-2020**

Reverse Charge (Y/N) : **No** D.C. No. : Date :

State : Telangana State Code : 36 Vehicle No. : AP29U5260 E-Way Bill No. : **121229733828**

Bill to Party :	Ship to Party :
SUMMIT SALES LLP 5-4-187 / 3& 4, II ND FLOOR, MG ROAD , SECUNDERABAD - 500003 SECUNDERABAD State: Telangana(36) **GSTIN No.: 36ACQFS2044C1Z7**	**SUMMIT SALES LLP** 5-4-187 / 3& 4, II ND FLOOR, MG ROAD , SECUNDERABAD - 500003 SECUNDERABAD State: Telangana(36) **GSTIN No.: 36ACQFS2044C1Z7**

	DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1	2515 SUDHAKAR 25 x 1.5MM PVC PIPE	3917	1,000.00 NOS	56.51	56,510.00
2	2512 SUDHAKAR 25MM X 1.2MM PVC PIPE	3917	500.00 NOS	44.76	22,380.00
3	25SB SUDHAKAR 25MM X 1.5MM PVC BENDS	3917	2,000.00 NOS	5.54	11,080.00
4	25SD SUDHAKAR 25MM PVC DEEP J.BOX	3917	600.00 NOS	24.00	14,400.00
5	FAN BOX	3917	300.00 NOS	22.00	6,600.00
6	25SJ SUDHAKAR 25MM PVC J.BOX	3917	600.00 NOS	17.41	10,446.00
7	8M METAL BOX	8538	30.00 NOS	36.00	1,080.00
8	25MM PVC CLOSURE - PKT OF 100 NOS	3917	20.00 NOS	70.00	1,400.00
9	XA -BLADE DOUBLE	8208	300.00 NOS	8.00	2,400.00
10	XA - BLADE HEAVY	8208	200.00 NOS	6.00	1,200.00
					1,27,496.00
	CGST TAX 9 %				11,474.64
	SGST TAX 9%				11,474.64
	ROUNDED				(-)0.28
					1,50,445.00

Certified by:
Stores Manager

INWARD
Inward No: 14503 Dt: 02/7/20
MRN No: 80775 Dt: 03/7/20
Received By: Sign:
SUMMIT SALES LLP

67067
4/7/20
SEC'BAD

Indian Rupees One Lakh Fifty Thousand Four Hundred Forty Five Only

Despatched Through :

Destination :

1.Goods once sold will not be taken back.
2.Interest 24% p.a. will be applicable after due date.
3.Subject to Secunderabad Jurisdiction.
4.Cheque return Charges Rs. 500/-
5.Bank Details : **PUNJAB NATIONAL BANK, Account No. : 3631001600000013**
IFS Code : PUNB0363100

E.&O.E.

For **SHUBHAM ENTERPRISES**

GSTIN : 36AMRPG2711M1ZT

TAX INVOICE

Ph : (O) : 66318150
: 66568150
: 66568151

SHUBHAM ENTERPRISES

5-2-288/D, Hyderbasti, Lane Opp. Arya Samaj, Secunderabad - 500 003.
E-mail : shubhamentp1999@yahoo.co.uk

Invoice No. : 399 **Date :** 3-Jul-2020 P.O. No. : 68508 // 14679 Date : 3-Jul-2020

Reverse Charge (Y/N) : No D.C. No. : Date :

State : Telangana State Code : 36 Vehicle No. : E-Way Bill No. :

Bill to Party	Ship to Party
SUMMIT SALES LLP 5-4-187 / 3& 4, II ND FLOOR, MG ROAD , SECUNDERABAD - 500003 SECUNDERABAD State: Telangana(36) **GSTIN No.: 36ACQFS2044C1Z7**	**SUMMIT SALES LLP** 5-4-187 / 3& 4, II ND FLOOR, MG ROAD , SECUNDERABAD - 500003 SECUNDERABAD State: Telangana(36) **GSTIN No.: 36ACQFS2044C1Z7**

	DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1	8M METAL BOX	8538	90.00 NOS	36.00	3,240.00
2	6M METAL BOX	8538	200.00 NOS	32.00	6,400.00
3	2M METAL BOX	8538	100.00 NOS	16.00	1,600.00
					11,240.00
	CGST TAX 9 %				1,011.60
	SGST TAX 9%				1,011.60
	ROUNDED				(-)0.20
					13,263.00

INWARD
Inward No: 14514 Dt: 4/7/20
MRN No: 80818 Dt: 4/7/20.
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

INWARD No. 67/20 Date: 6/7/20 Sign.
SEC'BAD

Indian Rupees Thirteen Thousand Two Hundred Sixty Three Only

Despatched Through :

Destination :

1.Goods once sold will not be taken back.
2.Interest 24% p.a. will be applicable after due date.
3.Subject to Secunderabad Jurisdiction.
4.Cheque return Charges Rs. 500/-
5.Bank Details : **PUNJAB NATIONAL BANK, Account No. : 3631001600000013**
IFS Code : PUNB0363100

E.&O.E.

For **SHUBHAM ENTERPRISES**

Purchase Order

 01-07-2020 4:45:46 PM

68508
02.07.20 12:12:26

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

Supplier Details			
Shubham Enterprises 5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003	**Doc No**	68508	14679
	Doc Date	01-07-2020	
	Quote No	Nil	
GSTIN 36AMRPG2711M1ZT 6656-8151..	**Quote Date**	01-07-2020	
040-66318150/23468151 9849153774	**SupplyType**	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos	1,000.00	88.29	36.00	18.00	66,676.61
2	4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos	500.00	69.93	36.00	18.00	26,405.57
3	4500 - Electrical - conducting - PVC bend - other - nos	2,000.00	8.65	36.00	18.00	13,064.96
4	4546 - Electrical - other - Deep Box - 25mm - nos	600.00	37.51	36.00	18.00	16,996.53
5	4564 - Electrical - other - Fan Box - 1 In - nos	300.00	22.00	0.00	18.00	7,788.00
6	4777 - Electrical - conducting - Junction Box - 25mm - nos	600.00	27.21	36.00	18.00	12,329.40
7	4617 - Electrical - other - Metal box - 8way - nos	120.00	36.00	0.00	18.00	5,097.60
8	4616 - Electrical - other - Metal box - 6way - nos	200.00	32.00	0.00	18.00	7,552.00
9	4613 - Electrical - other - Metal box - 2way - nos	100.00	16.00	0.00	18.00	1,888.00
10	4553 - Electrical - other - Dummy - NA - nos	20.00	70.00	0.00	18.00	1,652.00
11	9537 - Tools - Hacksaw blade - double - nos	300.00	8.00	0.00	18.00	2,832.00
12	9538 - Tools - Hacksaw blade - single - nos	200.00	6.00	0.00	18.00	1,416.00
				Total Order Value . . .		**163,698.66**

Rupees : One Lakh(s) Sixty Three Thousand Six Hundred Ninty Eight and Paise Sixty 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

For ***Summit Sales LLP***

Authorised Signatory

Name : 01/07/2020

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ____________

Date : __/__/____

Purchase Order

 01-07-2020 4:45:46 PM Original / Office Copy / Purchase Div.Copy

	Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above items 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 ***Shubham Enterprises***

Name : ____________________

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	1.7.2020
Site & Phase :	SHLLP	Time:	11.00
Supplier		Req. No.	14679
Material required before date:		ID No.	58128

No	Description	Size	Quantity	Units	Inward No	Date
1	PIPE	1.5MM	1000	NOS		
2	BENDS	1.5MM	2000	NOS		
3	DEEP BOX		600	NOS		
4	FAN BOX		300	NOS		
5	PIPES	1.2MM	500	NOS		
6	JUNCTION BOX		600	NOS		
7	METAL BOX	8M	120	NOS		
8	METAL BOX 68508	6M	200	NOS		
9	METAL BOX	2M	100	NOS		
1[illegible]	HACKSAW BLADE	DOUBLE	300	NOS		
11	HACKSAW BLADE	SINGLE	200	NOS		
12	DUMMY		20	NOS		

Remarks: FOR STOCK MAINTENANCE

Prepared By	SOWMYA	Approved by	
Sign.& Date	1.07.2020	Sign. & Date	

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

APPROVED BY
01 JUL 2020
SOHAM MODI
MANAGING DIRECTOR

Estimate/Draft PO

 01-07-2020 2:43:05 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

Shubham Enterprises
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003

GSTIN 36AMRPG2711M1ZT 6656-8151..
040-66318150/23468151 9849153774

Doc No	68508	14679
Doc Date	01-07-2020	
Quote No	Nil	
Quote Date	01-07-2020	
SupplyType	Supply	

Kind Attn : Viral.

Estimate/Draft PO for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
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12	9538 - Tools - Hacksaw blade - single - nos	200.00	6.00	0.00	18.00	1,416.00
					Total Order Value . . .	**163,698.66**

Rupees : One Lakh(s) Sixty Three Thousand Six Hundred Ninty Eight and Paise Sixty Six Only.

APPROVED BY
01 JUL 2020
SOHAM MODI
MANAGING DIRECTOR

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

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ____________________

Name : ____________________

Date : __/__/____

Estimate/Draft PO

 01-07-2020 2:43:05 PM Original / Office Copy / Purchase Div.Copy

	Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above items for Stock maintain purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : 01/07/2020

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ____________________

Date : __/__/____