PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	6-7-20	Prepared by:	T.Bhasker
PO/WO no.	68297	PO / WO Date.	28/6/20
Supplier Name	Veerabhadra [illegible]	PO/WO amount	7741
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	130	27/6/20	7882
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			7882

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.				□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits :	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	7882
Amount E – PO / WO value:	7741
Amount F – Difference (A – E):	141
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	10/7/20

Remarks: **Part bill received and balance bill to be receivable.**

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

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 No. 36AEMPG9276J1ZV

TAX INVOICE / CASH/CREDIT

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 : Doc - 68297 - 14650
GSTIN No. 36ACQFS2044C1Z7
State : T.S State Code : 36

Invoice No. : 130
Invoice Date : 27/6/2020
DC No. :
State : Telangana State Code : 36

Transportation Mode : Vehicle Number : Date of Supply :

S. No.	Description of Goods	HSN Code	Qty.	Rate	Taxable Value 5%	Taxable Value 18%	Taxable Value 12% - 0%
1)	Solashil		10nos	110/-		1100=00	
2)	Air Freshner		24nos	80/-		1920=00	
3)	Aer pocket		30nos	42/-		1260=00	
4)	Water Bottles		60nos	40/-		2400=00	

Certified by:
Stores Manager

INWARD
Inward No: 14491 Dt: 01/7/20
MRN No: 80728 Dt: 03/7/20
Received By: 80728 Sign:
SUMMIT SALES LLP

Amount in Words

Total Amount before Tax	6680=00
Add SGST	601=20
Add CGST	601=20
Add IGST	
Round Off	-0=40
Total Amount after Tax	7882=00
Total Tax Amount.	
GRAND TOTAL	7882=00

Bank Details :
A/c. No. 303011023425
Branch : General Bazar, Secunderabad.
IFSC Code : KKBK0007450
Main Branch : Kotak Mahindra Bank

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.

INWARD 67075 4/7/20

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 26-06-2020 12:10:29 PM

68297
24.06.20 12:19:11

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.

040 - 66338850
9246269111

Doc No	68297	14650
Doc Date	25-06-2020	
Quote No	Nil	
Quote Date	25-06-2020	
SupplyType	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 4005 - Consumables - Broom with stick - NA - nos	10.00	110.00	0.00	18.00	1,298.00
2 4001 - Consumables - Air Freshner - NA - nos *Room freshner*	24.00	80.00	0.00	18.00	2,265.60
3 4001 - Consumables - Air Freshner - NA - nos *Aeir pocket*	30.00	38.00	0.00	18.00	1,345.20
4 4066 - Consumables - Water bottle - NA - nos	60.00	40.00	0.00	18.00	2,832.00
		Total Order Value . . .			**7,740.80**

Rupees : Seven Thousand Seven Hundred Fourty and Paise Eighty 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.
Penality 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 Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*

Authorised Signatory

Name : 26/06/2020

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	24.06.2020
Site & Phase :	SHLLP	Time:	16.00
Supplier		Req. No.	14650
Material required before date:		ID No.	57901

No	Description	Size	Quantity	Units	Inward No	Date
1	GOVA ROPE		30	BDL		
2	BOMBAY BROOMS	SMALL	300	NOS		
3	COBWEB STICK		10 ✓	NOS		
4	WATER BOTTLES		60 ✓	NOS		
5	AEIR PACKET		30 ✓	NOS		
6	ROOM FRESHNER		24 ✓	NOS		
7						
8						
9						
10						
11						
12						
13						

PO 68297

Remarks: For stock maintenance

Prepared By	SOWMYA	Approved by	
Sign.& Date	24.06.2020	Sign. & Date	

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

APPROVED BY
25 JUN 2020
SOHAM MODI
MANAGING DIRECTOR