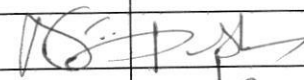


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		6-7-20		Prepared by:		T.Bhasker	
PO/WO no.		68292		PO / WO Date.		28/6/20	
Supplier Name		Veerabhadra SLP		PO/WO amount		7741	
Firm/Company		SSLP		Project		SHSLP	
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: <u>Part bill received and balance bill to be receivable.</u>							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
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/-

Purchase Order



68297

24.06.20 12:19:11

Page(s) 1 of 1

26-06-2020 12:10:29 PM

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.

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 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:		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							
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