PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	13/7/20.	Prepared by:	SOWMYA
PO/WO no.	68545	PO / WO Date.	2/7/20.
Supplier Name	Veerabhadra Enterprises	PO/WO amount	15442.70
Firm/Company	SSllp	Project	Shllp.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	168	3/7/20.	15,744
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			15,744.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			81055	☑ 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:	15,744.
Amount E – PO / WO value:	15443.
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	**18.7.2020**

Remarks: Bill amount changed due to . changes in supplier rate.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	13/7/20.						

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 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) 68545/14688.

GSTIN No. 36ACAFS2044C1Z7

State : State Code : 36.

Invoice No. : 168

Invoice Date : 3/7/2020.

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	Bombay broom		50	50/-			2500.00
2	Air freshner.		30	38/-		1140.00	
3	moping cloth.		120	15/-	1800.00		
4	Dettol		15	172/-		2580.00	
5	Y-Clean.		120	15/-	1800.00		
6	Wipes.		20	80/-		1600.00	
7	Phenoe		60	45/-		2700.00	

Amount in Words

	5%	18%	0%
Total Amount before Tax	3600.00	8020.00	2500.00
Add SGST	90.00	721.80	
Add CGST	90.00	721.80.	
Add IGST			
Round Off		.40.	
Total Amount after Tax	3780.00	9464.00	2500.00
Total Tax Amount		GRAND TOTAL	15744.00

Stores Manager

INWARD
Inward No: 14562 Dt: 10/7/20
MRN No: 81055 Dt: 11/7/20
Received By: Sign:
SUMMIT SALES LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 67422 Date 13/7 Sign.

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.

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 02-07-2020 12:43:53 PM

68545
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			
Veerabhadra Enterprises D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. 040 - 66338850 9246269111	**Doc No**	68545	14688
	Doc Date	02-07-2020	
	Quote No	Nil	
	Quote Date	02-07-2020	
	SupplyType	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	4003 - Consumables - Bombay Broom - Big - nos	50.00	50.00	0.00	0.00	2,500.00
2	4001 - Consumables - Air Freshner - NA - nos *odonil*	30.00	38.00	0.00	18.00	1,345.20
3	4040 - Consumables - Mopping Cloth - NA - nos *white*	120.00	15.00	0.00	5.00	1,890.00
4	4022 - Consumables - Dettol - NA - nos *Antispentic*	15.00	155.00	0.00	18.00	2,743.50
5	4008 - Consumables - Cleaning Cloth - other - nos *Yellow*	120.00	15.00	0.00	5.00	1,890.00
6	4071 - Consumables - Wiper - Other - nos	20.00	80.00	0.00	18.00	1,888.00
7	4046 - Consumables - Phinyle - 1Ltr - nos	60.00	45.00	0.00	18.00	3,186.00
					Total Order Value . . .	**15,442.70**

Rupees : Fifteen Thousand Four Hundred Fourty Two and Paise Seventy 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 maintain Purpose

For ***Summit Sales LLP***

Authorised Signatory

02/07/2020

Name :

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name :

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	1.7.2020
Site & Phase :	SHLLP	Time:	16.00
Supplier		Req. No.	14687
Material required before date:		ID No.	58180

No	Description	Size	Quantity	Units	Inward No	Date
1	PARMANENT MARKER	RED	20	NOS		
2	PARMANENT MARKER	BLACK	30	NOS		
3	PARMANENT MARKER	BLUE	20	NOS		
4	PARMANENT MARKER	GREEN	20	NOS		
5	PEN CELLO	BLUE	50	NOS		
6	PEN CELLO	BLACK	50	NOS		
7	PEN CELLO	RED	50	NOS		
8	ORDINARY PEN	BLUE	50	NOS		
9	ORDINARY PEN	RED	50	NOS		
10	PAPER	A4	50	BDL		
11	PAPER	A3	10	BDL		
12	KEY CHAIN RINGS		500	NOS		
13	STAPLER	BIG	5	NOS		
14	STAPLER	SMALL	20	NOS		
15	BINDER CLIPS	15MM	50	BOXES		
16	BINDER CLIPS	19MM	50	BOXES		
17	TAG		10	PKTS		
18	FAVISTICK		30	NOS		
19	HDPE ROPE		20	BDL		
20	RUBBER BAND		10	PKTS		
21						
22						
23						
34						
35						
36						
37						

PO 68551

Remarks: FOR STOCK MAINTENANCE

Prepared By	SOWMYA	Approved by	APPROVED BY 01 JUL 2020 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	1.07.2020	Sign. & Date	

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