

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		13/7/20		Prepared by:		SOWMYA	
PO/WO no.		68670		PO / WO Date.		7/7/20	
Supplier Name		Veerabhadra Enterprises		PO/WO amount		12,508	
Firm/Company		SSlp		Project		SSlp	
Sl. No.	Bill No.	173		Bill Date	7/7/20		Bill amount
1.							13,688
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):							13,688
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			81054	☒ 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:							13,688
Amount E – PO / WO value:							12,508
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: Due to supplier rate change, so the amount is difference.							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<i>Sowmya</i>						
Date	13/7/20						

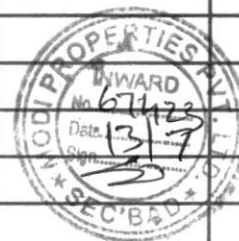
Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos 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/-

Ph : 66338850
Cell : 7989596166

D. No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. | Email : veerabhadra1930@gmail.com

State : Telangana State Code : 36

Date of Supply :

[illegible]

~~Stores Manager~~

Main Branch : Kotak Mahindra Bank

Total Tax Amount

GRAND TOTAL	13688.00
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- 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.

Authorised Signatory

SUMMIT SALES LLP

Purchase Order

Page(s) 1 Of 1

07-07-2020 11:00:16



68670

06.07.20 2:23:37

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.

GSTIN 36AEMPG9276J1ZV

040 - 66338850

9246269111

Doc No	68670	14659
Doc Date	07-07-2020	
Quote No	Nil	
Quote Date	07-07-2020	
SupplyType	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4067 - Consumables - Bleach powder - NA - kgs 25 kg 8 bags	200.00	35.00	0.00	18.00	8,260.00
2 4041 - Consumables - Mopping stick - NA - nos	30.00	120.00	0.00	18.00	4,248.00
Total Order Value . . .					12,508.00

Rupees : Twelve Thousand Five Hundred Eight 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 maintain Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Veerabhadra Enterprises**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		SSLLP		Date:		27.06.2020	
Site & Phase :		SHLLP		Time:		1.30	
Supplier				Req. No.		14659	
Material required before date:				ID No.		58015	

No	Description	Size	Quantity	Units	Inward No	Date
1	HARPIC		24	NOS		
2	LIZOL		48	NOS		
3	HAND WASH -SANTOOR		60	NOS		
4	ROOM FRESHNER		24	NOS		
5	WATER BOTTLES		36	NOS		
6	DETTOL LIQUID		24	NOS		
7	DUST BIN		12	NOS		
8	PLASTIC BUCKET WITH MUG		12	NOS		
9	JANTA PASTE		30	NOS		
	THERMOCOL		100	NOS		
11	BOMBAY BROOMS	SMALL	300	NOS		
12	GOVA ROPE		20	BDL		
13	BLEACHING POWDER 68670		200	KGS		
14	HACKSAW BLADE	DOUBLE	200	NOS		
15	MOPPING STICK		30	NOS		
16	BINDING WIRE		500	KG		
17	GREEN HOSE PIPE		20	BDL		
18	PLASTIC GAMPA		60	NOS		

Remarks: FOR STOCK MAINTENANCE

Prepared By	SOWMYA	Approved by	
Sign. & Date	27.06.2020	Sign. & Date	

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

