PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	21/7/20.	Prepared by:	SOWMYA
PO/WO no.	68839.	PO / WO Date.	14/7/20
Supplier Name	Shubham Enterprises	PO/WO amount	7,986.24
Firm/Company	SSllp	Project	Shllp.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	549	20/7/20.	8,146
2.			
3.			

Amount A – Bills total(Excluding Transport & Hamali Charges): 8,146.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			81335	☑ 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:	8,146.
Amount E – PO / WO value:	7,986.
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	**25.7.2020**

Remarks: Excess received

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	21/7/20						

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 : 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. : 549 **Date :** 20-Jul-2020 P.O. No. : 68839/14706 Date : 20-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 R.G.6 T.V WIRE FINOLEX	8544	612 METER	11.28	6,903.00
				6,903.00
CGST TAX 9 %				621.27
SGST TAX 9%				621.27
ROUNDED				0.46
				8,146.00

INWARD
Inward No: 14605 Dt: 20/7/20
MRN No: 81335 Dt: 20/7/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No 67695
Date 22/7
Sign

8639649102

Indian Rupees Eight Thousand One Hundred Forty Six 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

 14-07-2020 4:44:09 PM

68839
15.07.20 12:16:57

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	68839	14706
Doc Date	14-07-2020	
Quote No	Nil	
Quote Date	14-07-2020	
SupplyType	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4710 - Electrical - wires - TV wire - RG-6 - mtrs *6 coils*	600.00	11.28	0.00	18.00	7,986.24
					Total Order Value . . .	**7,986.24**

Rupees : Seven Thousand Nine Hundred Eighty Six and Paise Twenty Four 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	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 : ______________________

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	11.7.2020
Site & Phase :	SHLLP	Time:	16.00
Supplier		Req. No.	14706
Material required before date:		ID No.	58438

No	Description	Size	Quantity	Units	Inward No	Date
1	MCB	10A	48	NOS		
2	STREET LIGHT 68838	25W	10	NOS		
3	RG 6 -TV WIRE		600	MTRS		
4	VIDEO DOOR PHONE 68839		10	NOS		
5						
6						
7						
8						
9						

APPROVED
13 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: FOR STOCK MAINTENANCE

Prepared By	SOWMYA	Approved by	
Sign.& Date	11.07.2020	Sign. & Date	

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