PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	7/8/20.	Prepared by:	SOWMYA
PO/WO no.	69368	PO / WO Date.	3/8/20.
Supplier Name	Shubham Enterprises	PO/WO amount	2,832
Firm/Company	-SSllp	Project	Shllp.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	711	5/8/20.	2,832
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,832

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	81826	☑ 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:				2,832
Amount E – PO / WO value:				2,832
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	**14.8.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	7/8/20						

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. : 711 **Date : 5-Aug-2020** P.O. No. : 69368 // 14760 Date : 5-Aug-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 XA -BLADE DOUBLE	8208	300.00 NOS	8.00	2,400.00
				2,400.00
CGST TAX 9 %				216.00
SGST TAX 9%				216.00
				2,832.00

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 68264
Date 13/8
Sign.

INWARD	
Inward No: 4680	Dt: 5/8/20
MRN No: 81826	Dt: 6/8/20.
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

Indian Rupees Two Thousand Eight Hundred Thirty Two 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**

SHUBHAM ENTERPRISES SEC'BAD

Purchase Order

 03-08-2020 2:44:10 PM

69368
31.07.20 12:25:05

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	**Doc No**	69368	14760
	Doc Date	03-08-2020	
	Quote No	Nil	
GSTIN 36AMRPG2711M1ZT 6656-8151..	**Quote Date**	03-08-2020	
040-66318150/23468151 9849153774	**SupplyType**	Supply And Installation	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9537 - Tools - Hacksaw blade - double - nos	300.00	8.00	0.00	18.00	2,832.00
					Total Order Value . . .	**2,832.00**

Rupees : Two Thousand Eight Hundred Thirty Two 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:	29.07.2020
Site & Phase :	SHLLP	Time:	16.00
Supplier		Req. No.	14760
Material required before date:		ID No.	58837

No	Description		Size	Quantity	Units	Inward No	Date
1	TILE SPACERS	69361	5MM	20	PKTS		
2	GOVA ROPE			20	BDL		
3	GI BUCKETS	69360		36	NOS		
4	SPADE WITH HANDLE			20	NOS		
5	HACKSAW BLADE -DOUBLE	69368		300	NOS		
6	ACID			60	NOS		
7	BOMBAY BROOMS		BIG	50	NOS		
8	DETTOL -HAND WASH			48	NOS		
9	DUST PAN			10	NOS		
10	WIPER			10	NOS		
11	SPONGES			1000	NOS		
12	BOMBAY BROOMS		SMALL	500	NOS		
13	HARPIC	69369		48	NOS		
14	MOPPING STICK			20	NOS		
15	SURF			30	NOS		
16	VIMBAR			20	NOS		
17	LIZOL			48	NOS		
18	COLIN			24	NOS		
19	COB WEB STICK			10	NOS		
20	FIRST AID KIT	69362		5	NOS		

Remarks: FOR SITES AND STOCK MAINTAIN

Prepared By	SOWMYA	Approved by	
Sign.& Date	29.7.2020	Sign. & Date	APPROVED BY 31 JUL 2020 SOHAM MODI MANAGING DIRECTOR

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