## PURCHASE DIVISION Advice for approval for credit to supplier

~			$\wedge$								
Date:		7/8/20.			Prepared	Prepared by:			SOWMYA		
PO/WO no		69386.			PO / WO Date.			4/8/20			
Supplier Na	ame	Elegant Enterprises			PO/WO amount			8.	848		
Firm/Comp	any		sslb		Project			,	hllp.		
Sl. No.		Bill No.	33,45		Bill Dat	e		Bill amount			
1.		I.	E 2021	0:0113		6/8/20	)	8	850		
2.		. EE 2021 ~ 0113		.00		0 0 0 20			1		
3.											
4											
Amount A	Bills tot	al(Excluding T	ransport & I	Hamali Charg	ges):			8,	850 .		
Sl. No. DC No		DC. D	Date		MRN No		DC match				
1.	1.					18	834,	≠ Yes □	No		
2.	2.			•	81031,			□ Yes □ No			
3.								□ Yes □ No			
4.	4.				□Y		□ Yes □	Yes 🗆 No			
Amount B	Other Cr	edits:_						r			
Amount C	Other De	ebits:_							_		
Amount D	(D=A+B-	C) – Amount to	o be credited	to the suppl	ier:	8,850					
Amount E	- PO / WO	) value:			- Alliano				850	3848	
Amount F -	- Differen	ce (A – E):					6	- 9	2-		
Quantity re	ceived as	per PO /WO		1	Yes □ Exc	ess receive	ed □ Short re	ceived $\square$ Or	ther (expla	nined below)	
Is differenc	e between	PO / Bill acce	eptable?		Yes 🗆 No	(explained	below)				
Excess / she	ort materia	al received			Approved	– within a	cceptable lin	nits 🗆 No (e	xplained b	pelow)	
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	14.8.2020					10.		
Remarks:			The state of the s							- man Ar	
		_									
	1   5	1	D1	Dec	ant T	MD	Assaunts	1 000	ountant	Accounts	
Approve by	1	Officer	Purchase Manager	Procureme Manage	1	M D	Accounts receiver of bill		ountant	Manager	
Sign:	So	wyr									
Date	\	1/8/20	The state of the s								

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/-

G S T ! N : 36AJBPK0412E1ZY	Orignal	for Rec	eipient	☐ Duplic	cate for Su	oplier / Tra	ansporter	☐ Trip	licate fo	or Supplier	GST INVOICE CASH   CREDIT
· 1	J			Elac	ant $\mathcal{E}_1$	utorn	71808				<b>√</b>
2			5_4_187	7/3, Karbala				E00003			
15				40- 6638-535							
ELEGANT	Preventers I A	nnunciato				6.50	65		Accessor	ies I Oil Seals	
	Step Down Tra	ansfromer	rs I L.E.D Li	ights   Earthin	g Equpimen						
everse Charge : Ivoice Number :	Nil EE2021-0113	3				Transporta	ation Mode		Not App		
rvoice Date :	06 August 202					Date of Su			06 Augu		
tate :	Telangana			State Code:	3 6	Place of Su			Hyderab		
				Detai	ls of Buy	er I Bille	d to:				
	mit Sales LLI							Not Applica	ble		Date : - x -
ddress : 5-4-187/3 : Mahatma (	& 4, 2nd Floor, Gandhi Road.	, Soham N	Aansion,			Purchase	Order No. :		using LLD	Charlanalla	Date: 04.08.2020
	bad - 500003					Delivery Lo	ocation :	PG college,	Hyd. Ph:	9502266233	Behind Kingston / 9618244433
MAINTENANCE OF HAMILTONIA PROCESSOR AND	S 2 0 4 4 C 1 Z	7				Term of F	Payment .	☐ Against [			t Proforma Invoice
tate . Telangana				State Code :	3 6	Term or r	ayment .	P	Within 30	days from da	ate of Invoice.
SI. No.	Description of	f Goods		LUCNICAC		Hana	CCCT	SCCT 0/	ICCT 0	( T p. )	T
	ulation Tapes	- 00005		HSN/SAC	Quantity	UoM	CGST %	SGST %	IGST %		Amount
				8546	500.00	No's	9.00	9.00	0.00	8.0	
2 Elephant Sp	oring Wire 1 x 30	0mtrs	-	8544	10.00 🗸	Coil(s)	9.00	9.00	0.00	350.0	0 3500.00
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unees Fight Th					ds:	And Enternation	*	Total Amou Add : C G S		re Tax:	7,500.00
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## **Purchase Order**

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Page	(c)	1	Ωf	1

05-08-2020 11:32:06 AM

From Company: Summit Sales LLP

5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.

G S T No.: 36ACQFS2044C1Z7



31.07.20 12:25:05

Supplier Details				
Elegant Enterprises		Doc No	69386	14769
5-4-187/7/3,Karbala Maidan,	Doc Date	04-08-2020		
		Quote No	Nil	
GSTIN 36AJBPK0412E1ZY		<b>Quote Date</b>	04-08-202	20
66385358	9985113450/9885073880	SupplyType	Supply	

## Kind Attn: Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4585 - Electrical - other - Insulation tape - NA - nos	500.00	8.00	0.00	18.00	4,720.00
2 4647 - Electrical - other - Spring wire - NA - mtrs 10 boxes	300.00	11.66	0.00	18.00	4,127.64
		Total Or	der Value	e	8,847.64

## Terms and Conditions :-

Specification / Brand As per details given in the quotation.

**Payment Terms** 

After Delivery & Production of bill

Tax

All taxes included in above price.

**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. Payment as per actual receipt of material. Above order for Stock

use purpose.

**Completion Date** 

Nil Nil

Measurment Security

Nil

Remarks

Accepted	the	above	Terms	And	Conditions

For Elegant Enterprises

For Summit Sales LLP Authorised Signatory

Name:	
-------	--

Date:	1	1	

Requisition Form Company Name: SSLLP Site & Phase: Date: 1.8.2020 SHLLP Time: Supplier 13.00 Material required before date: Req. No. 14769 ID No. 58918 No Description Size Quantity Inward No ELECTRICAL PIPE Units Date 1.2MM 200 NOS TELEPHONE WIRE 2 5 AL SERVICE WIRE **BDL** 3 7/20 1000 **MTRS** SPRING WIRE 4 10 BOXES INSULATION TAPE 5 500 NOS 6 7 8 9 11 12 13 Remarks: FOR STOCK MAINTANANCE Prepared By SOWMYA Approved by Sign.& Date 1.8.2020 Note: On receipt of material at site write inward number and date in last 2 columns.