PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/8/20.	Prepared by:	SOWMYA
PO/WO no.	68346.	PO / WO Date.	17/8/20
Supplier Name	Shubham Enterprises	PO/WO amount	₹ 1,46,554.
Firm/Company	SSllp.	Project	Shllp.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	821	18/8/20.	2,974.
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,974.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			82161	☑ 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:				2,974
Amount E – PO / WO value:				1,46,554
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	**29.8.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	25/8/20.	25/8					

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. : 821 **Date :** 18-Aug-2020 P.O. No. : 68346 // 14655 Date : 18-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**

E 25/8/20

DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1 HAVELLS 25 AMPS DP COS	8536	3.00 NOS.	840.00	2,520.00
				2,520.00
CGST TAX 9 %				226.80
SGST TAX 9%				226.80
ROUNDED				0.40
				2,974.00

INWARD 68538 26/8

INWARD	
Inward No: 14738	Dt: 18/8/20
MRN No: 82161	Dt: 20/8/20.
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

Indian Rupees Two Thousand Nine Hundred Seventy Four Only

Despatched Through :

Destination :

SUDHAKAR PIPES AND FITTINGS Honeywell THE POWER OF CONNECTED norisys® Bharat M.S. Pipes SUDHAKAR WIRES AND CABLES HAVELLS

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

 27-06-2020 2:07:34 PM

68346
24.06.20 12:19:12

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	**Doc No**	68346	14655
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003	**Doc Date**	27-06-2020	
	Quote No	Nil	
GSTIN 36AMRPG2711M1ZT 6656-8151..	**Quote Date**	22-06-2020	
040-66318150/23468151 9849153774	**SupplyType**	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos	500.00	88.29	36.00	18.00	33,338.30
2	4546 - Electrical - other - Deep Box - 25mm - nos	240.00	37.51	36.00	18.00	6,798.61
3	4564 - Electrical - other - Fan Box - 1 In - nos	150.00	22.00	0.00	18.00	3,894.00
4	4617 - Electrical - other - Metal box - 8way - nos	120.00	36.00	0.00	18.00	5,097.60
5	4801 - Electrical - conducting - PVC round cover - 6 In - Nos	300.00	8.00	0.00	18.00	2,832.00
6	4710 - Electrical - wires - TV wire - RG-6 - mtrs *10 coils*	1,000.00	11.28	0.00	18.00	13,310.40
7	4708 - Electrical - wires - Telephone wire - 2pair - bundles	10.00	485.00	0.00	18.00	5,723.00
8	4799 - Electrical - other - Change over - 25 Amps - nos	3 20.00	840.00	0.00	18.00	19,824.00
9	4782 - Electrical - wires - A1 service Wire - 7/20 - mts *20 coils*	2,000.00	14.00	0.00	18.00	33,040.00
10	4500 - Electrical - conducting - PVC bend - other - nos *1.5mm*	1,000.00	8.65	36.00	18.00	6,532.48
11	4647 - Electrical - other - Spring wire - NA - mtrs *10 nos*	300.00	11.66	0.00	18.00	4,127.64
12	4803 - Electrical - conducting - PVC Round Cover - 3 In - nos	500.00	5.00	0.00	18.00	2,950.00
13	4553 - Electrical - other - Dummy - NA - nos	10.00	70.00	0.00	18.00	826.00
14	4780 - Electrical - conducting - PVC stripe connector - NA - nos	500.00	14.00	0.00	18.00	8,260.00
					Total Order Value . . .	**146,554.04**

Rupees : One Lakh(s) Fourty Six Thousand Five Hundred Fifty Four and Paise Four Only.

Part received

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms After Delivery & Production of bill

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ____________ Name : ____________ Date : __/__/____

Purchase Order

 27-06-2020 2:07:34 PM Original / Office Copy / Purchase Div.Copy

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	

Partly received

I/r Bill no 351 Amount Rs 1,43,586

Balance has to be received Rs 9.968/-

6/7/2020.

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ______________________ Name : ______________________ Date : __/__/____

PO

Requisition Form

Company Name:	SSLLP	Date:	27.06.2020
Site & Phase :	SHLLP	Time:	12.30
Supplier		Req. No.	14655
Material required before date:		ID No.	58010

No	Description	Size	Quantity	Units	Inward No	Date
1	PIPE	1.5MM	500	NOS		
2	DEEP BOX		240	NOS		
3	BEND	1.5MM	1000	NOS		
4	FAN BOX		150	NOS		
5	DUMMY	1"	10	NOS		
6	STRIP CONNECTORS		500	NOS		
7	PVC ROUND COVERS 68346	3"	500	NOS		
8	PVC ROUND COVERS	6"	300	NOS		
9	SPRING BOX		10	NOS		
10	METAL BOX	8 WAY	120	NOS		
11	TELEPHONE WIRE		10	BDL		
12	TV WIRE R.G 6		1000	MTRS		
13	AL SERVICE WIRE	7/20	2000	MTRS		
14	CHANGE OVER		20	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.

APPROVED BY
27 JUN 2020
SOHAM MODI
MANAGING DIRECTOR

Estimate/Draft PO

 27-06-2020 2:07:34 PM

Original / Office Copy / Purchase Div.Copy

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	68346	14655
Doc Date	27-06-2020	
Quote No	Nil	
Quote Date	22-06-2020	
SupplyType	Supply	

Kind Attn : Viral.

Estimate/Draft PO for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos	500.00	88.29	36.00	18.00	33,338.30
2	4546 - Electrical - other - Deep Box - 25mm - nos	240.00	37.51	36.00	18.00	6,798.61
3	4564 - Electrical - other - Fan Box - 1 In - nos	150.00	22.00	0.00	18.00	3,894.00
4	4617 - Electrical - other - Metal box - 8way - nos	120.00	36.00	0.00	18.00	5,097.60
5	4801 - Electrical - conducting - PVC round cover - 6 In - Nos	300.00	8.00	0.00	18.00	2,832.00
6	4710 - Electrical - wires - TV wire - RG-6 - mtrs *10 coils*	1,000.00	11.28	0.00	18.00	13,310.40
7	4708 - Electrical - wires - Telephone wire - 2pair - bundles	10.00	485.00	0.00	18.00	5,723.00
8	4799 - Electrical - other - Change over - 25 Amps - nos	20.00	840.00	0.00	18.00	19,824.00
9	4782 - Electrical - wires - A1 service Wire - 7/20 - mts *20 coils*	2,000.00	14.00	0.00	18.00	33,040.00
10	4500 - Electrical - conducting - PVC bend - other - nos *1.5mm*	1,000.00	8.65	36.00	18.00	6,532.48
11	4647 - Electrical - other - Spring wire - NA - mtrs *10 nos*	300.00	11.66	0.00	18.00	4,127.64
12	4803 - Electrical - conducting - PVC Round Cover - 3 In - nos	500.00	5.00	0.00	18.00	2,950.00
13	4553 - Electrical - other - Dummy - NA - nos	10.00	70.00	0.00	18.00	826.00
14	4780 - Electrical - conducting - PVC stripe connector - NA - nos	500.00	14.00	0.00	18.00	8,260.00
				Total Order Value . . .		**146,554.04**

Rupees : One Lakh(s) Fourty Six Thousand Five Hundred Fifty Four and Paise Four Only.

APPROVED BY
27 JUN 2020
SHAM MODI
MANAGING DIRECTOR

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms After Delivery & Production of bill

For ***Summit Sales LLP***

Authorised Signatory

27/06/2020

Name : ____________

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ____________

Date : __/__/____

Estimate/Draft PO

 27-06-2020 2:07:34 PM

Original / Office Copy / Purchase Div.Copy

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

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ____________________ Name : ____________________ Date : __/__/____