PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/8/20	Prepared by:	SOWMYA
PO/WO no.	68554.	PO / WO Date.	2/7/20.
Supplier Name	Shubham Enterprises	PO/WO amount	35,280.
Firm/Company	SSLLP.	Project	SLLP.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	820	18/8/20.	19,824.
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			19,824.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			82160.	☑ 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:	19,824.
Amount E – PO / WO value:	35,280.
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	29/8					

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. : 820 **Date :** 18-Aug-2020 P.O. No. : 68554 // 14684 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**

25/8/20

DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1 HAVELLS 25 AMPS DP COS	8536	20.00 NOS.	840.00	16,800.00
				16,800.00
CGST TAX 9 %				1,512.00
SGST TAX 9%				1,512.00
				19,824.00

MODI PROPERTIES PVT. LTD. INWARD 68537 26/8

INWARD
Inward No: 14737 Dt: 18/8/20
MRN No: 82160 Dt: 20/8/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:

Stores Manager

Indian Rupees Nineteen Thousand Eight Hundred Twenty Four 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

 02-07-2020 4:50:05 PM Origi

68554
02.07.20 12:12:26

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**	68554	14684
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003	**Doc Date**	02-07-2020	
	Quote No	Nil	
GSTIN 36AMRPG2711M1ZT 6656-8151..	**Quote Date**	02-07-2020	
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	4799 - Electrical - other - Change over - 25 Amps - nos *Havells*	20.00	840.00	0.00	18.00	19,824.00
2	4781 - Electrical - wires - A1 Service Wire - 3/20 - mts *5 coils South King*	400.00	11.00	0.00	18.00	5,192.00
3	3509 - Computers and Peripherals - Internet Cable - NA - mtrs *Cat 6 305 bundles 2 ns D link*	610.00	14.26	0.00	18.00	10,264.35
					Total Order Value . . .	**35,280.35**

Rupees : Thirty Five Thousand Two Hundred Eighty and Paise Thirty Five Only.

Partly Bill - 472 - dt - 11/7/20 -
Amt - 15457/-
balance - 19,823.35/-

<u>Terms and Conditions :-</u>

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 : 03/07/2020

Accepted the above Terms And Conditions
For ***Shubham Enterprises***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP			
Site & Phase :	SHLLP		Date:	1.7.2020
Supplier			Time:	14.30
Material required before date:			Req. No.	14684
			ID No.	58175

No	Description	Size	Quantity	Units	Inward No	Date
1	MCB	16A	96	NOS		
2	MCB 68553	6A	48	NOS		
3	FP ISOLATOR	40A	24	NOS		
4	CHANGE OVER		20	NOS		
5	AL SERVICE WIRE 68554	3/20	5	BDL		
6	CABLE WIRE -CAT 6		610	MTRS		
7	DOWN LIGHT-ROUND	8W	20	NOS		
8	DOWN LIGHT-ROUND	5W	20	NOS		
9	TUBE LIGHT	2'	40	NOS		
10	TUBE LIGHT	4'	40	NOS		
11	TUBE LIGHT	1'	40	NOS		
12						

Remarks: FOR STOCK MAINTENANCE

Prepared By	SOWMYA	Approved by	
Sign.& Date	1.07.2020	Sign. & Date	APPROVED BY 01 JUL 2020 SOHAM MODI MANAGING DIRECTOR

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