1483)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/9/20.	Prepared by:	SOWMYA
PO/WO no.	69993	PO / WO Date.	1/9/20
Supplier Name	Datthu Communications	PO/WO amount	8,500
Firm/Company	SSllp	Project	Shllp.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	059	7/9/20.	8,500
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			8,500

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			82824	☑ 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:				8,500.
Amount E – PO / WO value:				8,500
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	**19.9.2020**
Remarks:_	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya		APPROVED 21 SEP 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	15/9/20						

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/-

GST no:36AIAPT3956C1Z9

BILL

DATTHU COMMUNICATION

Advt. For Print, Electronics, Outdoor

Plot No. 47, Near Church Colony, Cherlapally, hyd. Ph: 9390991131

Po - 69993.

No: 059 **Date :** 07 Sep 2020

M/S: SUMMIT SALES LLP. MG Road Secunderabad-500003. Gst no: 36ACQFS2044C1Z7

S.No	PARTICULAR	SIZE	QTY	AMOUNT
01)	KBK Hand Sanitizer (50x170)	500 ml	50 no	8500/-
			Gross Amount	
			Others	
			Net Amount	8500/-

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 69307 Date. 16/9 Sign.

INWARD 8/09

INWARD
Inward No: 14875 Dt: 9/9/20
GRN No: 82824 Dt: 9/9/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

Rupees(Eight Thousand Five Hundred Rupees .... Only)

Cheque to be Made in Favour Of **"DATTHU COMMUNICATION"**
Bank ofBaroda - Dammaiguda Branch
Current account - 80960200000132
IFSC code- BARB0VJDAMM

For Datthu Communication

For Datthu Communication,
Proprietor.

Authorised Sign.

Purchase Order

 02-Sep-20 1:47:59 PM

69993
27.08.20 2:29:37

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Datthu Communication Plot no.47, Sy no.91&102, Chinna Cherlapally, Medchal-Malkajgiri.	**Doc No**	69993	14831
	Doc Date	01-09-2020	
	Quote No	Nil	
GSTIN 36AIAPT3956C1Z9	**Quote Date**	01-09-2020	
9912495155 9912495155	**SupplyType**	Supply	

Kind Attn : Praveen

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4112 - Consumables - Sanitizer - 500 ml - Nos	50.00	170.00	0.00	0.00	8,500.00
					Total Order Value . . .	**8,500.00**

Rupees : Eight Thousand Five Hundred Only.

Terms and Conditions :-

Specification / Brand	KBK, Hand sanitizer, pump model.
Payment Terms	100% Advance payment
Tax	Included in the above prices
Delivery Date	With in 3 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	By cheque................., Rs. 8,500-00
Other Terms	We reserve the rights to reject the items if not as specified, above order is for Stock replanish purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Summit Sales LLP***

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

For ***Datthu Communication***

Name : ______________________

Date : __/__/____

Estimate/Draft PO

 01-Sep-20 11:54:48 AM

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			
Datthu Communication Plot no.47, Sy no.91&102, Chinna Cherlapally, Medchal-Malkajgiri.	**Doc No**	69993	14831
	Doc Date	01-09-2020	
GSTIN 36AIAPT3956C1Z9	**Quote No**	Nil	
9912495155 9912495155	**Quote Date**	01-09-2020	
	SupplyType	Supply	

Kind Attn : Praveen

Estimate/Draft PO for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4112 - Consumables - Sanitizer - 500 ml - Nos	50.00	170.00	0.00	18.00	10,030.00
					Total Order Value . . .	**10,030.00**

Rupees : Ten Thousand Thirty Only.

APPROVED BY
-2 SEP 2020
SOHAM MODI
MANAGING DIRECTOR

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

Specification / Brand	KBK, Hand sanitizer, pump model.
Payment Terms	100% Advance payment
Tax	Included in the above prices
Delivery Date	With in 3 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	By cheque................., Rs. 10,030-00
Other Terms	We reserve the rights to reject the items if not as specified, above order is for Stock replanish purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Datthu Communication***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP		Date:		25.08.2020	
Site & Phase :	SHLLP		Time:		10.30	
Supplier			Req. No.		14831	
Material required before date:			ID No.		59510	

No	Description	Size	Quantity	Units	Inward No	Date
1	SANITIZER		50	NOS		
2						
3						
4						
5						
6						
7						
8						
9						
10						

69913

Remarks:For Stock maintenance at ssllp

Prepared By	SOWMYA	Approved by	
Sign.& Date	25.08.2020	Sign. & Date	

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

APPROVED BY
-2 SEP 2020
SOHAM MODI
MANAGING DIRECTOR