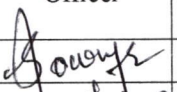


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		15/9/20		Prepared by:		SOWMYA	
PO/WO no.		70162		PO / WO Date.		7/9/20.	
Supplier Name		S.R lights		PO/WO amount		23,010	
Firm/Company		SS Ap		Project		Shlp.	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	2249	10/9/20.		23,010			
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						23,010.	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			82853	☒ 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:						23,010.	
Amount E – PO / WO value:						23,010	
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	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
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/-

Purchase Order

Page(s) 1 Of 1

07-09-2020 2:02:51 PM



70162

03.09.20 11:50:23

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

Supplier Details

S.R.Lights
846/4-3-2, RP Road, Secunderabad-3

GSTIN 36AHMPR9714P1ZB

64594769

900008544/9246370769

Doc No	70162	14868
Doc Date	07-09-2020	
Quote No	Nil	
Quote Date	21-08-2018	
SupplyType	Supply	

Kind Attn : Mr.Seva Ram

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4581 - Electrical - other - Gate lamp - NA - nos Square type	30.00	650.00	0.00	18.00	23,010.00
Total Order Value . . .					23,010.00

Rupees : Twenty Three Thousand Ten 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	Within 7 days
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra, 9502266233, Mahesh.
Penalty 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. Above order for Stock purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **S.R.Lights**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		SSLLP		Date:		5.9.2020	
Site & Phase :		SHLLP		Time:		15.00	
Supplier				Req. No.		14868	
Material required before date:					ID No.		59624

No	Description	Size	Quantity	Units	Inward No	Date
1	GATE LIGHTS	SQUARE	30	NOS		
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						

Remarks: For stock maintenance at sslp

Prepared By		SOWMYA		Approved by			
Sign.& Date		5.9.2020		Sign. & Date			

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

