## PURCHASE DIVISION Advice for approval for credit to supplier

Date:		13-10-20				Prepared by:			Prabhakar.P	
PO/WO no.		70	365			PO / Wo	Date.		12-0	1.20
Supplier Na		Verera	bhads	a Ev	hepris P	PO/WO	amount			
Firm/Comp	any		+ & l	1 LL	P	Project			472-00 SHLLP.	
Sl. No.		Bill No.				Bill Date			Bill amount	
1		33	,7			24.9.20		472-60		
2			,							
3			h.				-		/	•
4							-		/	
Amount A -	- Bills t	otal(Exclud	ing Transp	oort & Ha	amali Charg	ges):	3	-	472-	· · ·
Sl. No.	DC No	)		DC. Da	te		MRN 1	No.	DC matches M	RN
1.		<i>†</i>						1	Yes 🗆 No	
2.									□ Yes □ No	
3.		5		/	2		,		□ Yes □ No	
Amount B -	Other (	Credits :_Tra	nsportatio	n charge	S	1001			-	
Amount C -	Other 1	Debits:			N.			***************************************		
Amount D (	D=A+I	3-C) – Amo	unt to be o	credited t	o the suppli	er:			U72-	to
Amount E –	PO / V	VO value:							472-	<b>**</b>
Amount F –	Differe	ence (A – E)	: GST-18	%			W.			
Quantity rec	eived a	s per PO/W	O'O		Yes 🗆	Excess re	ceived 🗆	Short received	d □ Other (explai	ned below)
Is difference	betwe	en PO / Bill	acceptabl	e?	Yes □ No (explained below)					
Excess / sho	rt mate	rial received	<u> </u>		☐ Approved — within acceptable limits ☐ No (explained below)					
Close PO / V	W?O		1		▼Yes □ No – wait for balance material □ No (explained below)					
Advance pai	id / PD	C given (dec	luct when	paying)	□ Yes –	Rs.	No			
Payment - d	lue date	,			19-10-20	)				
Remarks:		20								
	100									
Approved	1 1	Purchase Officer	Purcha Manag		Procuremen Manager	nt N	1 D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			PS	7	-					
Date			14 17	90						

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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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 No. 36AEMPG9276J1ZV

### TAX INVOICE / CASH / CREDIT

Ph: 66338850 Cell: 7989596166

# Veerabhadra Enterprises Dealers in : Chemicals, Acids & General Goods

D. No. 3-2-188, Raia Mudaliar Street, Secunderabad - 500 003. Email: veerabhadra1930@gmail.com

Name: Campaile Calas II	D.		Invole	No :0 0 5			
Name: Summit Sales H				Invoice No.: 337 Invoice Date 94 9 2020			
Address: mfs-910001.	161,01		Invoice	Date : 241 912	070.		
GSTIN No :36 AC	ALESO	1011.077	DC No.	:			
State: State Co				olongono.	State Code : 26		
			State : 1	elangana	State Code: 36		
	ehicle Nur	mber:		Date of Supply :			
S. Description of Goods HSN Code	Qty.	Rate	5%	Taxable Value	420/ 00/		
NO	-	1.0.0/	5%	18%	12% - 0%		
1 golyfunc colus.	4	100/-		400.00			
		/					
The state of the s	+1						
INWARD	+1		3				
Inward Not 512 Dt:2519	112						
Inward No.	1						
MR Signi							
Received By CopeRTIES							
MULTITUTE							
OEKITED TO THE PROPERTY OF THE PERTY OF THE	A set well soul						
MCC SU	-						
The state of the s							
Sign	_						
SECIBA	_						
Amount in words :	Total Am	ount before Tax	-				
Amount in words :	Add SGST			36,00			
	Add CO	SST		36,00			
	Add IG	ST					
Bank Details :	Round Off						
A/c No. 303011023425 Branch : General Bazar, Secunderabad,	Total Am	ount after Tax		472.00			
IFSC Code : KKBK0007450 Main Branch : Kotak Mahindra Bank	Total Tax Amount			GRAND TOTAL	472-00		
Terms & Conditions :	1		Certified that	the particulars given above			
All Cheques Should be in Favour of     M/s. Veerabhadra Enterprises, Hyderabad only			For	Veerabhadra &	Enterprises		
<ul> <li>Cheques Subject to realisation.</li> <li>Goods once sold will not be taken back.</li> </ul>				Authorized Size	otony (		
GOODS OTICE SOID WIII HOLDE LAKETI DACK.				Authorised Signa	atory		

### **Purchase Order**

Page	(s)	ì	Of	1

12-09-2020 3:18:55 PM

From Company: Summit Sales LLP

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

G S T No.: 36ACQFS2044C1Z7

Supplier Details				
Veerabhadra Enterprises	Doc No	70365	16481	
D.No. 3-2-188, Raja Mudaliar	Doc Date	12-09-2020		
	Quote No	Nil		
<b>GSTIN</b> 36AEMPG9276J1ZV		<b>Quote Date</b>	27-08-202	20
040 - 66338850	9246269111	SupplyType	Supply	

Kind Attn: Mr. Venkatesh.

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4051 - Consumables - Polythene Covers - other - pkts	4.00	100.00	0.00	18.00	472.00
		Total Or	der Value	e	472.00

#### 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** 

Next Day.

**Delivery Location** 

**Head Office** 

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003

Phone.

**Penality For Delay** 

Nil

**Transportation Cost** 

Transport cost shall be borne by us.

040-66335551

Warranty

Nil

**Advance Paid** 

Nil

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above order for garbage use purpose

**Completion Date** 

Nil Nil

Measurment Security

Nil

Remarks

For	Summit Sales LLP
Auth	norised Signatory

Accepted the above Terms And Conditions For Veerabhadra Enterprises

ame :	Date ://

Requisition Form

Commo		0 101	Requisitio					
Company Name:		Summit Sales LLP Common Expenses		Date:			08.09.2020	
Site & Phase :		Head Office		Time:			04: 30 pm	
36				Req. No	0.		16481	
Materia	l required before date:					,	59766	
No	Description		S	Size Quantity Units		Inward No	Date	
01	Lizol				08	No's	-	
02	Harpic				08	No's		
03	Vim Bar				10	No's		
04	Surf Detergent Powd	ler	-		14	No's		
05	Dettol Antiseptic Liq	uid			06	No's		
06	Santoor Hand Wash	1			15	No's		
07	Scrubber				12	No's		
08	Cleaning Cloth ( Che	eck)			12	No's		
09	Yellow Cloth				15	No's		
10	Black Covers			,	200	No's		
11	Sanitizer			1	10	No's		
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Prepared	By	Jai kumar		Approve	d by	Т	500	
		09.08.2020		Sign. &			<del></del>	

Note: On receipt of material at site write inward number and date in last 2 c3olumns.