

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|                                                                              |                  |                                                                                                                                                                           |                                                                                  |
|------------------------------------------------------------------------------|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| Date: <u>15/10/2020</u>                                                      |                  | Prepared by: <u>MINISH</u>                                                                                                                                                |                                                                                  |
| PO/WO no. <u>70481</u>                                                       |                  | PO / WO Date. <u>16/09/2020</u>                                                                                                                                           |                                                                                  |
| Supplier Name <u>Bachai Enterprises</u>                                      |                  | PO/WO amount <u>9,269/-</u>                                                                                                                                               |                                                                                  |
| Firm/Company <u>SLLP</u>                                                     |                  | Project <u>SHELLP</u>                                                                                                                                                     |                                                                                  |
| Sl. No.                                                                      | Bill No.         | Bill Date                                                                                                                                                                 | Bill amount                                                                      |
| 1                                                                            | <u>042</u>       | <u>26/09/2020</u>                                                                                                                                                         | <u>9,269/-</u>                                                                   |
| 2                                                                            |                  |                                                                                                                                                                           |                                                                                  |
| 3                                                                            |                  |                                                                                                                                                                           |                                                                                  |
| 4                                                                            |                  |                                                                                                                                                                           |                                                                                  |
| Amount A – Bills total(Excluding Transport & Hamali Charges): <u>9,269/-</u> |                  |                                                                                                                                                                           |                                                                                  |
| Sl. No.                                                                      | DC No            | DC. Date                                                                                                                                                                  | MRN No. DC matches MRN                                                           |
| 1.                                                                           |                  |                                                                                                                                                                           | <u>83439</u> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2.                                                                           |                  |                                                                                                                                                                           | <input type="checkbox"/> Yes <input type="checkbox"/> No                         |
| 3.                                                                           |                  |                                                                                                                                                                           | <input type="checkbox"/> Yes <input type="checkbox"/> No                         |
| Amount B –Other Credits : Transportation charges                             |                  |                                                                                                                                                                           |                                                                                  |
| Amount C –Other Debits :                                                     |                  |                                                                                                                                                                           |                                                                                  |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:                  |                  |                                                                                                                                                                           |                                                                                  |
| Amount E – PO / WO value: <u>9,269/-</u>                                     |                  |                                                                                                                                                                           |                                                                                  |
| Amount F – Difference (A – E): GST-18% <u>9,269/-</u>                        |                  |                                                                                                                                                                           |                                                                                  |
| Quantity received as per PO /WO                                              |                  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below) |                                                                                  |
| Is difference between PO / Bill acceptable?                                  |                  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)                                                                                     |                                                                                  |
| Excess / short material received                                             |                  | <input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)                                                     |                                                                                  |
| Close PO / W?O                                                               |                  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)                             |                                                                                  |
| Advance paid / PDC given (deduct when paying)                                |                  | <input type="checkbox"/> Yes – Rs. <u>1/-</u> <input checked="" type="checkbox"/> No                                                                                      |                                                                                  |
| Payment – due date                                                           |                  | <u>18/10/2020</u>                                                                                                                                                         |                                                                                  |
| Remarks:                                                                     |                  |                                                                                                                                                                           |                                                                                  |
|                                                                              |                  |                                                                                                                                                                           |                                                                                  |
| Approved by                                                                  | Purchase Officer | Purchase Manager                                                                                                                                                          | Procurement Manager M D                                                          |
| Sign:                                                                        |                  |                                                                                                                                                                           |                                                                                  |
| Date                                                                         |                  |                                                                                                                                                                           |                                                                                  |

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/-

# Tax Invoice

(ORIGINAL FOR RECIPIENT)

|                                                                                                                                                                                                                                     |                       |                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------------------------|
| <b>BAKHAI ENTERPRISES</b><br>8-7-177/3 Swarnadama Nagar<br>Military Dairy Farm Road,<br>New Bowenpally,<br>Secunderabad.<br>GSTIN/UIN: 36CBGPB9988R1ZJ<br>State Name : Telangana, Code : 36<br>E-Mail : bakhaienterprises@gmail.com | Invoice No.           | Dated                                  |
|                                                                                                                                                                                                                                     | <b>42</b>             | <b>26-Sep-2020</b>                     |
| Buyer<br><b>Summit Sales LLP</b><br>5-4-87/3 & 4 II Nd Floor M.G.Road<br>Secunderabad<br>GSTIN/UIN : 36ACQFS2044C1Z7<br>State Name : Telangana, Code : 36                                                                           | Delivery Note         | Mode/Terms of Payment                  |
|                                                                                                                                                                                                                                     | Supplier's Ref.       | Other Reference(s)                     |
|                                                                                                                                                                                                                                     | Buyer's Order No.     | Dated                                  |
|                                                                                                                                                                                                                                     | Despatch Document No. | Delivery Note Date                     |
|                                                                                                                                                                                                                                     | Despatched through    | Destination                            |
|                                                                                                                                                                                                                                     | <b>Tata Ace</b>       | <b>Cherlapally Kingston Pg College</b> |
|                                                                                                                                                                                                                                     | Terms of Delivery     |                                        |

| Sl No. | Description of Goods         | HSN/SAC | Quantity | Rate  | per | Amount             |
|--------|------------------------------|---------|----------|-------|-----|--------------------|
| 1      | Cpvc Elbow 3/4"              | 3917    | 100 PCS  | 9.05  | PCS | 905.00             |
| 2      | Cpvc Tee 3/4"                | 3917    | 50 PCS   | 14.03 | PCS | 701.50             |
| 3      | Cpvc Reducer FTA 3/4" x 1/2" | 3917    | 20 PCS   | 40.85 | PCS | 817.00             |
| 4      | Cpvc Coupling 1"             | 3917    | 180 PCS  | 12.30 | PCS | 2,214.00           |
| 5      | Cpvc Elbow 1"                | 3917    | 150 PCS  | 18.07 | PCS | 2,710.50           |
| 6      | Cpvc End Cap 1"              | 3917    | 50 PCS   | 10.10 | PCS | 505.00             |
|        |                              |         |          |       |     | 7,853.00           |
|        | CGST 9% Output               |         |          | 9 %   |     | 706.78             |
|        | SGST 9% Output               |         |          | 9 %   |     | 706.78             |
|        | Round Off                    |         |          |       |     | 2.47               |
|        | Total                        |         | 550 PCS  |       |     | <b>Rs 9,269.03</b> |

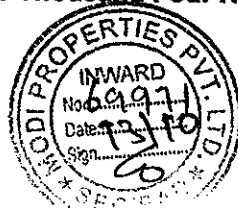
Amount Chargeable (in words)

E. & O.E

**INR Nine Thousand Two Hundred Sixty Nine and Three paise Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---------|---------------|------------------|--------------------|----------------|------------------|------------------|
| 3917    | 7,853.00      | 9%               | 706.78             | 9%             | 706.78           | 1,413.56         |
| Total   | 7,853.00      |                  | 706.78             |                | 706.78           | 1,413.56         |

Tax Amount (in words) : **INR One Thousand Four Hundred Thirteen and Fifty Six paise Only**



## Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

## Company's Bank Details

Bank Name : **Bank Of Baroda**  
 A/c No. : **49330200000286**  
 Branch & IFS Code : **Trimulgherry & BARB0TRIHYD**

Customer's Seal and Signature

for **BAKHAI ENTERPRISES**

Authorised Signatory

This is a Computer Generated Invoice



# BAKHAI ENTERPRISES

# 5-4-83/85, Shop No. 3, T.S.K. Chambers, M.G. Road, Secunderabad - 500 003.  
Telangana, India. Cell : 8885830406, 8106929255 / 040-42619120  
GSTIN : 36CBGP89988R1ZJ

D.C. No.

201

## DELIVERY CHALLAN

Date: 26/09/2020

To, Summit Sales LLP  
Charlapally, Behind Kingston  
P.G. College, Hyderabad  
GSTIN 36ACQFS2044C1Z7  
Cell No. \_\_\_\_\_

P.O. N. 70481 14897

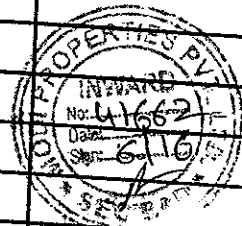
P.O. Date 16/9/2020

Delivery No. \_\_\_\_\_

Vehicle No. : \_\_\_\_\_

| S.No. | DESCRIPTION                          | Quantity  | Rate     | AMOUNT |
|-------|--------------------------------------|-----------|----------|--------|
| 1     | Sudhakar 3/4" Elbow ✓                | 100 pcs ✓ |          |        |
| 2     | Sudhakar 3/4" Tee ✓                  | 50 pcs ✓  |          |        |
| 3     | Sudhakar Reducer F.T.A 3/4" x 1/2" ✓ | 20 pcs ✓  |          |        |
| 4     | Sudhakar 1" Coupling ✓               | 180 pcs ✓ |          |        |
| 5     | Sudhakar 1" Elbow ✓                  | 150 pcs ✓ |          |        |
| 6     | Sudhakar 1" End cap ✓                | 50 pcs X  | Not Recd |        |
| 7     |                                      |           |          |        |
| 8     |                                      |           |          |        |
| 9     |                                      |           |          |        |
| 10    |                                      |           |          |        |
| 11    |                                      |           |          |        |
| 12    |                                      |           |          |        |
| 13    |                                      |           |          |        |
| 14    |                                      |           |          |        |
| 15    |                                      |           |          |        |
| 16    |                                      |           |          |        |

| INWARD           |              |
|------------------|--------------|
| Inward No: 15020 | Dt: 8/10/20  |
| MRN No: 83831    | Dt: 10/10/20 |
| Received By:     | Sign: S      |
| SUMMIT SALES LLP |              |



| INWARD           |             |
|------------------|-------------|
| Inward No: 14973 | Dt: 26/9/20 |
| MRN No: 83429    | Dt: 26/9/20 |
| Received By:     | Sign: S     |
| SUMMIT SALES LLP |             |

|                |  |
|----------------|--|
| Certified by:  |  |
| Stores Manager |  |

GST Extra

Total Amount

1. Subject to Secunderabad Jurisdiction
2. 24% Interest will be charged if the payment exceeds 15 days
3. Goods once sold will not be taken back.

For BAKHAI ENTERPRISES

Signature

### Requisition Form

|                                |       |          |            |
|--------------------------------|-------|----------|------------|
| Company Name:                  | SSLLP | Date:    | 14.09.2020 |
| Site & Phase :                 | SHLLP | Time:    | 15.30      |
| Supplier                       |       | Req. No. | 14897      |
| Material required before date: |       | ID No.   | 59888      |

| No | Description | Size      | Quantity | Units | Inward No | Date |
|----|-------------|-----------|----------|-------|-----------|------|
| 1  | CPVC ELBOW  | 3/4"      | 100      | NOS   |           |      |
| 2  | TEE         | 3/4"      | 50       | NOS   |           |      |
| 3  | REDUCER FTA | 3/4"X1/2" | 20       | NOS   |           |      |
| 4  | COUPLING    | 1"        | 180      | NOS   |           |      |
| 5  | ELBOW       | 1"        | 150      | NOS   |           |      |
| 6  | CLAMP       | 1"        | 300      | NOS   |           |      |
| 7  | END CAP     | 1"        | 50       | NOS   |           |      |
| 8  |             |           |          |       |           |      |
| 9  |             |           |          |       |           |      |
| 10 |             |           |          |       |           |      |
| 11 |             |           |          |       |           |      |
| 12 |             |           |          |       |           |      |
| 13 |             |           |          |       |           |      |
| 14 |             |           |          |       |           |      |
| 15 |             |           |          |       |           |      |
| 16 |             |           |          |       |           |      |

**APPROVED**

**16 SEP 2020**

**MINISH PARIKH**  
MANAGER PROCUREMENT

Remarks: FOR STOCK MAINTENANCE AND STAFF USE

|              |           |              |  |
|--------------|-----------|--------------|--|
| Prepared By  | SOWMYA    | Approved by  |  |
| Sign. & Date | 14.9.2020 | Sign. & Date |  |

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