PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	7/10/20.	Prepared by:	D.SOWMYA
PO/WO no.	70793	PO / WO Date.	26/9/20.
Supplier Name	Shubam Enterprises	PO/WO amount	8,260.
Firm/Company	SSlLp	Project	Shllp
Sl. No.	Bill No.	Bill Date	Bill amount
1	1245	1/10/20	8,260
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			8,260

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			83646	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
Amount B –Other Credits : Transportation charges				–
Amount C –Other Debits :				–
Amount D (D=A+B-C) – Amount to be credited to the supplier:				8,260.
Amount E – PO / WO value:				8,260
Amount F – Difference (A – E): GST-18%				–

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	**10.10.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	L					
Date	7/10/20	13/10					

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 : 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. : 1245 **Date :** 1-Oct-2020 P.O. No. : 70793 // 14929 Date : 1-Oct-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**

	DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1	XA - BLADE HEAVY	8208	500.00 NOS	6.00	3,000.00
2	XA -BLADE DOUBLE	8208	500.00 NOS	8.00	4,000.00
					7,000.00
	CGST TAX 9 %				630.00
	SGST TAX 9%				630.00
					8,260.00

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 7008
Date 1/10
Sign.

INWARD

Inward No: 14994	Dt: 01/10/20
GRN No: 83646	Dt: 5/10/20
Received By:	Sign:

SUMMIT SALES LLP

Certified by:

Stores Manager

Indian Rupees Eight Thousand Two Hundred Sixty 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

 26-09-2020 3:05:45 PM

Original 70793

21.09.20 12:59:16

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 5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003 **GSTIN** 36AMRPG2711M1ZT 6656-8151.. 040-66318150/23468151 9849153774	**Doc No**	70793	14929
	Doc Date	26-09-2020	
	Quote No	Nil	
	Quote Date	26-09-2020	
	SupplyType	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9538 - Tools - Hacksaw blade - single - nos	500.00	6.00	0.00	18.00	3,540.00
2	9537 - Tools - Hacksaw blade - double - nos	500.00	8.00	0.00	18.00	4,720.00
				Total Order Value . . .		**8,260.00**

Rupees : Eight Thousand Two Hundred Sixty 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	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 : ____________

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	23.09.2020
Site & Phase :	SHLLP	Time:	16.00
Supplier		Req. No.	14929
Material required before date:		ID No.	60160

No	Description	Size	Quantity	Units	Inward No	Date
1	ODONIL		50	NOS		
2	SCRUBBERS		36	NOS		
3	YELLOW CLOTH		120	NOS		
4	DETTOL HAND WASH		48	NOS		
5	SANTOOR HAND WASH		36	NOS		
6	DETTOL LIQUID	500ML	24	NOS		
7	HARPIC 70787		48	NOS		
8	COLIN		24	NOS		
9	PHYNIL		20	NOS		
10	WIPER		20	NOS		
11	MOP STICK		30	NOS		
12	BOMBAY BROOMS	BIG	20	NOS		
13	DOOR MAT	2X4	12	NOS		
14	AIR PACKET		24	NOS		
15	AIR FRESHNER		24	NOS		
16	HACKSAW BLADE 70793	DOUBLE	500	NOS		
17	HACKSAW BLADE	SINGLE	500	NOS		
18	SPADE WITH HANDLE 70792		20	NOS		
19	SPACERS 70756	ALL IN ONE	5000	NOS		
20						
21						
22						

Remarks:FOR STOCK MAINTENANCE AND SITES USE

Prepared By	SOWMYA	Approved by	
Sign.& Date	23.9.2020	Sign. & Date	

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

APPROVED BY
25 SEP 2020
SOHAM MODI
MANAGING DIRECTOR