

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 12/10/20.		Prepared by: D.SOWMYA	
PO/WO no. 70527		PO / WO Date. 17/9/20.	
Supplier Name Neerabhadra Enterprises		PO/WO amount 5,147	
Firm/Company Sslp		Project cslp.	
Sl. No.	Bill No.	Bill Date	Bill amount
1	380	5/10/20	5,147
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5,147
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.			88784 ☒ 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:			5,147
Amount E – PO / WO value:			5,147
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		17.10.2020	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[Signature]		
Date	6/10/20 19/10		

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/-

Ph : 66338850
Cell : 7989596166

Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

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

Name : Summit Sales LLP.
Address : M.G. Road.
70527/14905.
GSTIN No : 36AC0FS2044C227
State : _____ State Code : 36

Invoice No. : 380
Invoice Date : 5/10/2020
DC No. :
State : Telangana State

Transportation Mode :

Vehicle Number :

Date of Supply :

[illegible]**Terms & Conditions :**

- All Cheques Should be in Favour of
M/s. Veerabhadra Enterprises, Hyderabad only
- Cheques Subject to realisation.
- Goods once sold will not be taken back.

INWARD

Certified that the particulars given above are true and correct

Inward No: 15012

For

For Veerabhadra Enterprises

MRN No: 83784

Dt. 9	10	70
-------	----	----

Received By:

Sign:	
-------	--

Authorised Signatory

SUMMIT SALES LLP

Purchase Order

Page(s) 1 Of 1

19-09-2020 10:07:05 AM

70527
17.09.20 3:46:38

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
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.

GSTIN 36AEMPG9276J1ZV

040 - 66338850

9246269111

Doc No	70527	14905
Doc Date	17-09-2020	
Quote No	Nil	
Quote Date	17-09-2020	
SupplyType	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4059 - Consumables - Surf Detergent Powder - NA - kgs	30.00	22.00	0.00	18.00	778.80
2 4065 - Consumables - Vim bar - NA - nos	30.00	40.00	0.00	18.00	1,416.00
3 4046 - Consumables - Phynyle - 1Ltr - nos	20.00	45.00	0.00	18.00	1,062.00
4 4008 - Consumables - Cleaning Cloth - other - nos yellow	120.00	15.00	0.00	5.00	1,890.00
Total Order Value . . .					5,146.80
Rupees : Five Thousand One Hundred Forty Six and Paise Eighty 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.

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 maintain Purpose**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Summit Sales LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Veerabhadra Enterprises**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		SSLLP		Date:		16.09.2020	
& Phase :		SHLLP		Time:		16.00	
Supplier				Req. No.		14905	
Material required before date:					ID No.		59962
No	Description	Size	Quantity	Units	Inward No	Date	
1	COCONUT BROOMS 70526		100	NOS			
2	SURF		30	NOS			
3	VIM BAR 70527		30	NOS			
4	PHENYL		20	NOS			
5	YELLOW CLOTH		120	NOS			
6	SPONGES		500	NOS			
7							
8							
9							
10							
Remarks: FOR STOCK MAINTENANCE AT SSLLP							
Prepared By		SOWMYA		Approved by			
Sign. & Date		16.9.2020		Sign. & Date			

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

APPROVED BY
16 SEP 2020
SOHAM MODI
MANAGING DIRECTOR