PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	05/11/20	Prepared by:	NEHA
PO/WO no.	7176	PO / WO Date.	19,045.20/-
Supplier Name	Shubham Enterprises	PO/WO amount	19,045.20
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1576	31/10/20	19,045/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			19,045/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1576	31/10/20	84791	☑ 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:	19,045/-
Amount E – PO / WO value:	19,045/-
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	06/11/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Kirti	[signature]					
Date	05/11	5/11					

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. : 1576	Date 31-Oct-2020	P.O. No. : 71716 // 168079	Date : 31-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 : SUMMIT SALES LLP
5-4-187 / 3& 4, II ND FLOOR,
MG ROAD , SECUNDERABAD - 500003
SECUNDERABAD
State: Telangana(36)

GSTIN No.: 36ACQFS2044C1Z7

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

	DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1	PVC FAN BOX	3917	150.00 NOS.	22.00	3,300.00
2	6M METAL BOX	8538	300.00 NOS.	32.00	9,600.00
3	8M METAL BOX	8538	90.00 NOS.	36.00	3,240.00
					16,140.00
	CGST TAX 9 %				1,452.60
	SGST TAX 9%				1,452.60
	ROUNDED				(-)0.20
					19,045.00

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 70768
Date 04/11
Sign Neha

INWARD	
Inward No: 15170	Dt: 21/10/20
MRN No: 84791	Dt: 03/11/20
Received By:	Sign:

SUMMIT SALES LLP

Certified by:

Stores Manager

Indian Rupees Nineteen Thousand Forty Five 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

 30-10-2020 4:19:35 PM

71716
30.10.20 4:42:52

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	**Doc No**	71716	168079
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003	**Doc Date**	30-10-2020	
	Quote No	Nil	
GSTIN 36AMRPG2711M1ZT 6656-8151..	**Quote Date**	30-10-2020	
040-66318150/23468151 9849153774	**SupplyType**	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4564 - Electrical - other - Fan Box - 1 In - nos	150.00	22.00	0.00	18.00	3,894.00
2	4616 - Electrical - other - Metal box - 6way - nos	300.00	32.00	0.00	18.00	11,328.00
3	4617 - Electrical - other - Metal box - 8way - nos	90.00	36.00	0.00	18.00	3,823.20
					Total Order Value . . .	**19,045.20**

Rupees : Ninteen Thousand Fourty Five and Paise Twenty 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	Same 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 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:	27.10.2020
Site & Phase :	SHLLP	Time:	15.30
Supplier		Req. No.	168079
Material required before date:		ID No.	61049

No	Description	Size	Quantity	Units	Inward No	Date
1	PIPES	1.5MM	750	NOS		
2	DEEP BOX		600	NOS		
3	INSULATION TAPES 71713		500	NOS		
4	CAT 6 CABLE		1015	MTRS		
5	FAN BOX		150	NOS		
6	METAL BOX 71716	6M	300	NOS		
7	METAL BOX	8M	90	NOS		
8	BENDS	1.5MM	1000	NOS		
9	JUNCTION BOX		600	NOS		
10	AL SERVICE WIRE 71714	7/20	1000	MTRS		
11	AL SERVICE WIRE	3/20	900	MTRS		
12	PIPES	1.2MM	300	NOS		
13	SUDHAKAR SOLVENT	250ML	60	NOS		

Remarks: FOR STOCK MAINTENANCE AND SITE USE

Prepared By	SOWMYA	Approved by	
Sign.& Date	27.10.2020	Sign. & Date	

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

APPROVED BY
29 OCT 2020
DIRECTOR