

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		07/11/20		Prepared by:		Kurtli	
PO/WO no.		71714		PO / WO Date.		30/10/20	
Supplier Name		Elegant Enterprises		PO/WO amount		54,386/-	
Firm/Company		Summit sales LLP		Project		SHLLP	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	259	02/11/20		29,382/-			
2	258	02/11/20		25,743/-			
3				/			
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						55,125/-	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	259	02/11/20	84846	☒ Yes ☐ No			
2.	258	02/11/20	84852	☒ 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:						54,386/-	
Amount E – PO / WO value:						55,125/-	
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			13/11/20				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Kurtli		09 NOV 2020				
Date	07/11	07/11	MINISH PARIKH				

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/-



Preventers | Annunciators | Switchgears | Starters | Wires & Cables | Capacitors | Panel & Cable Accessories | Oil Seals
Step Down Transformers | L.E.D Lights | Earthing Equipments | Carbon Brushes | PVC Insulation Tapes | Lugs | Spares

Details of Buyer | Billed to:

MODI PROPERTIES PVT. LTD.
INWARD
No. 10687
Date 06/11
Sign. [Signature]
SEC' BAD



Certified by:

Stores Manager

Purchase Order

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30-10-2020 4:19:35 PM

From Company : **Summit Sales LLP**
5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7



71714
30.10.20 4:42:52

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G. Road, Secunderabad-500003.

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	71714	168079
Doc Date	30-10-2020	
Quote No	Nil	
Quote Date	30-10-2020	
SupplyType	Supply	

Kind Attn : Mr. Gaurang Kadakia / Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4782 - Electrical - wires - A1 service Wire - 7/20 - mts 10 coils Southking	1,000.00	15.00	0.00	18.00	17,700.00
2 4781 - Electrical - wires - A1 Service Wire - 3/20 - mts 10 coils South King	900.00	11.00	0.00	18.00	11,682.00
3 3509 - Computers and Peripherals - Internet Cable - NA - mtrs Cat 6 4 coils of 305 mtrs D Link	1,220.00	14.09	0.00	18.00	20,283.96
4 4585 - Electrical - other - Insulation tape - NA - nos	500.00	8.00	0.00	18.00	4,720.00
Total Order Value . . .					54,385.96

Rupees : Fifty Four Thousand Three Hundred Eighty Five and Paise Ninty Six Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms On complete delivery of all materials only !

Tax GST included in above price.

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 Payment as per actual wgmt. 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 **Elegant 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 21713		500 ✗	NOS			
4	CAT 6 CABLE		1015 ✓	MTRS			
5	FAN BOX		150 ✓	NOS			
6	METAL BOX 21716	6M	300 ✓	NOS			
7	METAL BOX	8M	90 ✓	NOS			
8	BENDS	1.5MM	1000 ✓	NOS			
9	JUNCTION BOX		600 ✓	NOS			
10	AL SERVICE WIRE 21714	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.

✓ 27 OCT 2020