PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 15/12/2020 | Prepared by: | NEHA .C |
| PO/WO no. | 72618 | PO / WO Date. | 02/12/2020 |
| Supplier Name | Elegant Enterprises | PO/WO amount | 24,611/- |
| ~~Firm/Company~~ | SSLP | ~~Project~~ | SHLP |

| Sl. No. | Bill No. | Bill Date | Bill amount |
|---|---|---|---|
| 1 | 302 | 03/12/2020 | 24,614/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |

| | |
|---|---|
| Amount A – Bills total(Excluding Transport & Hamali Charges): | 24,614/- |

| Sl. No. | DC .No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | / | / | 86033 | □ 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: | 24,614/- |
| Amount E – PO / WO value: | 24,611/- |
| 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 | 19/12/2020 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Neha | | | | | | |
| Date | 15/12/20 | 15/12 | | | | | |

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: | ☑ Orignal for Receipient | ☐ Duplicate for Supplier / Transporter | ☐ Triplicate for Supplier | GST INVOICE |
|---|---|---|---|---|
| 36AJBPK0412E1ZY | | | | CASH \| CREDIT |

# Elegant Enterprises

5-4-187/7/3, Karbala Maidan, M. G. Road, Secunderabad-500003
Phone: 040- 6638-5358, E-mail address: eleganthyd@hotmail.com
Preventers I Annunciators I Switchgears I Starters I Wires & Cables I Capacitors I Panel & Cable Accessories I Oil Seals
Step Down Transfromers I L.E.D Lights I Earthing Equpiments I Carbon Brushes I PVC Insulation Tapes I Lugs I Spares

| | | | |
|---|---|---|---|
| Reverse Charge | : Nil | Transportation Mode | : Not Applicable |
| Invoice Number | : EE2021-0302 | Vehicle/LR Number | : Not Applicable |
| Invoice Date | : 03 December 2020 | Date of Supply | : 03 December 2020 |
| State | : Telangana | Place of Supply | : Hyderabad |
| State Code | : 36 | | |

## Details of Buyer I Billed to:

Name : M/s Summit Sales LLP
Address : 5-4-187/3 & 4, 2nd Floor, Soham Mansion, Mahatma Gandhi Road, Secunderabad - 500003
GSTIN : 36ACQFS2044C1Z7
State : Telangana
State Code : 36

Delivery Challan No. : Not Applicable Date : - x -
Purchase Order No. : 72618 Date : 02.12.2020
Delivery Location : Summit Housing LLP, Cherlapally,Behind Kingston PG college, Hyd. Ph: 9502266233 / 9618244433
Term of Payment : ☐ Against Delivery ☐ Against Proforma Invoice ☑ Within 30 days from date of Invoice.

| Sl. No. | Description of Goods | HSN/SAC | Quantity | UoM | CGST % | SGST % | IGST % | Rate | Amount |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Two Elephant 1 x 30mtrs Spring Wire | 7229 | 10.00 | No's | 9.00 | 9.00 | 0.00 | 350.00 | 3500.00 |
| 2 | D-link CAT-6 x 305mtr UTP Networking Cable | 8544 | 3.00 | Coil(s) | 9.00 | 9.00 | 0.00 | 4453.00 | 13359.00 |
| 3 | Miracle Insulation Tape | 8546 | 500.00 | No's | 9.00 | 9.00 | 0.00 | 8.00 | 4000.00 |

MODI PROPERTIES PVT. LTD. INWARD No: 72133 Date: 4.12 Sign: SEC'BAD

Total Invoice Amount in Words:

Rupees: Twenty Four Thousand Six Hundred Forteen Only

Elegant Enterprises E ELEGANT Secunderabad

| | |
|---|---|
| Total Amount Before Tax: | 20,859.00 |
| Add : C G S T : | 1,877.31 |
| Add : S G S T : | 1,877.31 |
| Add : I G S T : | 0.00 |
| R/o + Transportation : | 0.38 |
| Total Amount : | Rs. 24,614.00 |

Our Bank Details:

Name of the Bank : HDFC Bank
Branch Address : Paradise, S.D. Road, Sec-Bad-3
Account No. : 50200009719725
I F S Code : H D F C 0 0 0 0 0 4 2

Receiver's Seal and Signature with Name & Mobile Number

Terms and Conditions :

1. Goods once sold will not be taken back of exchanged
2. Interest at 24% P. A. will be charged affter ..... Days.
3. Our risk & responsibility cease on the delivery of goods.
4. All disputes are subject to Secunderabad Jurisdiction
5. We declare that this invoice shows the actual price of the goods described and that all particulars are true & correct.

for Elegant Enterprises

Authorised Signatory

E & O. E

** Guarantee & Warranty Voids if Proper Earth Connection is not given to LED Light Fixtures.

**No Guarantee & Warranty on Breakages & Burnout.

Material Duly Checked By and Delivered to: Mr.

Eway Bill No. Not Applicable Dated: Not Applicable

minilec | L&T SWITCHGEAR | SIEMENS | GEM | C&S | HAVELLS | COOPER Bussmann | dowells | HMI | PHILIPS | Crompton Greaves | TEKNIC | TG | SG | POLYCAB | Finolex Cables Limited | legrand | Capco



INWARD No: 15370 Dt: 5/12/20
GRN No: 86033 Dt: 7/12/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:

Stores Manager

# Purchase Order



02-12-2020 2:35:24 PM

72618
25.11.20 1:28:07

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

| **Supplier Details** | | | |
|---|---|---|---|
| Elegant Enterprises<br>5-4-187/7/3,Karbala Maidan, M.G.Road, Secunderbad-500003.<br><br>**GSTIN** 36AJBPK0412E1ZY<br>66385358 9985113450/9885073880 | **Doc No** | 72618 | 168172 |
| | **Doc Date** | 02-12-2020 | |
| | **Quote No** | Nil | |
| | **Quote Date** | 02-12-2020 | |
| | **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 | 3509 - Computers and Peripherals - Internet Cable - NA - mtrs<br>*D link 305 bundle 3 nos* | 915.00 | 14.60 | 0.00 | 18.00 | 15,763.62 |
| 2 | 4647 - Electrical - other - Spring wire - NA - mtrs<br>*10 box* | 300.00 | 11.66 | 0.00 | 18.00 | 4,127.64 |
| 3 | 4585 - Electrical - other - Insulation tape - NA - nos | 500.00 | 8.00 | 0.00 | 18.00 | 4,720.00 |
| | | | | | **Total Order Value . . .** | **24,611.26** |

Rupees : Twenty Four Thousand Six Hundred Eleven and Paise Twenty Six Only.

## Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | As per details given in the quotation. |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | GST included in above price. |
| **Delivery Date** | Next Day. |
| **Delivery Location** | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra,9502266233, Mahesh. |
| **Penality 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: | 30.11.2020 |
| Site & Phase : | SHLLP | Time: | 11.30 |
| Supplier | | Req. No. | 168172 |
| Material required before date: | | ID No. | 61934 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | METAL BOX | 6M | 300 | NOS | | |
| 2 | METAL BOX | 8M | 30 | NOS | | |
| 3 | METAL BOX | 2M | 100 | NOS | | |
| 4 | PIPE | 1.2MM | 300 | NOS | | |
| 5 | BENDS | 1.5MM | 1000 | NOS | | |
| 6 | JUNCTION BOX | | 600 | NOS | | |
| 7 | AL SERVICE WIRE | 7/20 | 1000 | MTRS | | |
| 8 | CHANGE OVER | 25A | 6 | NOS | | |
| 9 | INSULATION TAPE | | 360 | NOS | | |
| 10 | CAT 6 CABLE | 305 MTRS | 3 | BDL | | |
| 11 | SPRING WIRE | | 10 | BOXES | | |
| | | | | | | |

Remarks:For stock maintenance and site use

| | | | |
|---|---|---|---|
| Prepared By | SOWMYA | Approved by | |
| Sign.& Date | 30.11.2020 | Sign. & Date | |

APPROVED BY
01 DEC 2020
SOHAM MODI
MANAGING DIRECTOR

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