

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|               |                          |               |              |
|---------------|--------------------------|---------------|--------------|
| Date:         | 15/12/2020               | Prepared by:  | NEHA .C      |
| PO/WO no.     | 72264                    | PO / WO Date: | 19/11/2020   |
| Supplier Name | Premier Engg Corporation | PO/WO amount  | 127,389.02/- |
| Firm/Company  | SSILP                    | Project       | SHLLP        |
| Sl. No.       | Bill No.                 | Bill Date     | Bill amount  |
|               | 1101                     | 04/12/2020    | 26,272/-     |
|               |                          |               |              |
|               |                          |               |              |
|               |                          |               |              |

Amount A - Bills total (Excluding Transport & Hamali Charges):

| Sl. No. | DC No. | DC. Date | MRN No. | DC matches MRN                                           |
|---------|--------|----------|---------|----------------------------------------------------------|
| 1.      | 1      | 1        | 86032   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 2.      |        |          |         | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 3.      |        |          |         | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Amount B - Other Credits : Transportation charges

Amount C - Other Debits :

Amount D (D=A+B-C) - Amount to be credited to the supplier:

Amount E - PO / WO value:

Amount F - Difference (A - E): GST-18%

Quantity received as per PO / WO ☒ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)

Difference between PO / Bill acceptable? ☐ Yes ☐ No (explained below)

Excess / short material received ☒ Approved - within acceptable limits ☐ No (explained below)

Use PO / WO? ☒ Yes ☐ No - wait for balance material ☐ No (explained below)

Advance paid / PDC given (deduct when paying) ☐ Yes - Rs. /- ☒ No

Payment - due date

Remarks: 19/12/2020  
B20/18511

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | MD | Accounts - receiver of bill | Accountant | Accounts Manager |
|-------------|------------------|------------------|---------------------|----|-----------------------------|------------|------------------|
|             | Neha             |                  |                     |    |                             |            |                  |
|             | 15/12/20         | 15/12/20         |                     |    |                             |            |                  |

1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach original sheets if quantity of bills or DCs is more than the space provided. Check





# Purchase Order

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16.11.20 11:21:50

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

## Supplier Details

Premier Engineering Corporation  
183/184, R.P. Road, Secunderabad - 500 0033  
  
GSTIN 36AAEFM1459R1ZP 27538818..  
27538811 9885857395 / 93910-20196

|            |            |        |
|------------|------------|--------|
| Doc No     | 72264      | 168134 |
| Doc Date   | 19-11-2020 |        |
| Quote No   | Nil        |        |
| Quote Date | 04-11-2020 |        |
| SupplyType | Supply     |        |

Kind Attn : Mr. Desai.7288883664

Purchase Order for the Supply of following Items.

| Item Name                                                                             | Qty   | Rate     | Dis%  | GST   | Amount    |
|---------------------------------------------------------------------------------------|-------|----------|-------|-------|-----------|
| 1 4814 - Electrical - wires - Cu multistand wires yellow - 1 18 or 1 sq mm - Bundle   | 16.00 | 1,060.00 | 44.00 | 18.00 | 11,207.17 |
| 2 4815 - Electrical - wires - Cu multistand wires Black - 1 18 or 1 sq mm - Bundle    | 16.00 | 1,060.00 | 44.00 | 18.00 | 11,207.17 |
| 3 4816 - Electrical - wires - Cu multistand wires Red - 1 18 or 1 sq mm - Bundle      | 16.00 | 1,060.00 | 44.00 | 18.00 | 11,207.17 |
| 4 4817 - Electrical - wires - Cu multistand wires Green - 1 18 or 1 sq mm - Bundle    | 16.00 | 1,060.00 | 44.00 | 18.00 | 11,207.17 |
| 5 4818 - Electrical - wires - Cu multistand wires yellow - 3 20 or 2.5 sq mm - Bundle | 16.00 | 2,485.00 | 44.00 | 18.00 | 26,273.41 |
| 6 4819 - Electrical - wires - Cu multistand wires Black - 3 20 or 2.5 sq mm - Bundle  | 8.00  | 2,485.00 | 44.00 | 18.00 | 13,136.70 |
| 7 4820 - Electrical - wires - Cu multistand wires Green - 3 20 or 2.5 sq mm - Bundle  | 8.00  | 2,485.00 | 44.00 | 18.00 | 13,136.70 |
| 8 4821 - Electrical - wires - Cu multistand wires Blue - 7 20 or 4 sq mm - Bundle     | 6.00  | 3,785.00 | 44.00 | 18.00 | 15,006.77 |
| 9 4822 - Electrical - wires - Cu multistand wires Black - 7 20 or 4 sq mm - Bundle    | 6.00  | 3,785.00 | 44.00 | 18.00 | 15,006.77 |

Total Order Value ... 127,389.02

Rupees : One Lakh(s) Twenty Seven Thousand Three Hundred Eighty Nine and Paise Two Only.

## Terms and Conditions :-

Specification / Brand All items shall be of "Gloster" brand, FRLSH grade.  
Payment Terms Within 30 days of delivery.  
Tax GST included in above price.  
Delivery Date Within 3 days  
Delivery Location Summit Housing LLP  
Cherlapally, Behind Kingston PG college, Hyderabad  
Phone. 9618244433, Hamendra, 9502266233, Mahesh.  
Penalty For Delay Nil

⇒ Part Bill received of Rs. 1,01,126

B. no: 1028 and Bal. Bill of 20/11/20

Rs. 26,268/- to be received

af  
9/12

# Purchase Order

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Original / Office Copy / Purchase Div.Copy

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications.Payment as per actual receipt of material. Order for Stock maintaince purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks Nil

# Requisition Form

|                                |       |          |            |
|--------------------------------|-------|----------|------------|
| Company Name:                  | SSLLP | Date:    | 17.11.2020 |
| Phase & Phase :                | SHLLP | Time:    | 11.30      |
| Supplier                       |       | Req. No. | 168134     |
| Material required before date: |       | ID No.   | 61604      |

| Description              | Size | Quantity | Units | Inward No | Date |
|--------------------------|------|----------|-------|-----------|------|
| Electrical wires -yellow | 1/18 | 16       | bdl   |           |      |
| Black                    | 1/18 | 16       | bdl   |           |      |
| Red                      | 1/18 | 16       | bdl   |           |      |
| Green                    | 1/18 | 16       | bdl   |           |      |
| Yellow                   | 3/20 | 16       | bdl   |           |      |
| Black                    | 3/20 | 8        | bdl   |           |      |
| Green                    | 3/20 | 8        | bdl   |           |      |
| Blue                     | 7/20 | 6        | bdl   |           |      |
| Black                    | 7/20 | 6        | bdl   |           |      |
|                          |      |          |       |           |      |
|                          |      |          |       |           |      |
|                          |      |          |       |           |      |
|                          |      |          |       |           |      |

Remarks: For stock maintenance at sslp and site use

|              |            |              |  |
|--------------|------------|--------------|--|
| Prepared By  | SOWMYA     | Approved by  |  |
| Sign. & Date | 17.11.2020 | Sign. & Date |  |

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

