PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 15/12/2020 | Prepared by: | NEHA .C |
| PO/WO no. | 72622 | PO / WO Date. | 02/12/2020 |
| Supplier Name | Shubham Enterprises | PO/WO amount | 83,339.48/- |
| Firm/Company | SSLLP | Project | SHLLP |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 1948 | 03/12/2020 | 83,326/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 83,326/- |

| Sl. No. | DC .No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | | | 86007 | □ 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: | 83,326/- |
| Amount E – PO / WO value: | 83,339/- |
| 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 | [signature] | | | | | |
| 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 : 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. :** 1948 **Date :** 3-Dec-2020 P.O. No. : 72622 // 168172 Date : 3-Dec-2020

Reverse Charge (Y/N) : No D.C. No. : Date :

State : Telangana State Code : 36 Vehicle No. : E-Way Bill No. : 1212 7571 8530

| Bill to Party : | Ship to Party : |
|---|---|
| **SUMMIT SALES LLP**<br>5-4-187 / 3& 4, II ND FLOOR,<br>MG ROAD , SECUNDERABAD - 500003<br>SECUNDERABAD<br>State: Telangana(36)<br><br>**GSTIN No.: 36ACQFS2044C1Z7** | **SUMMIT SALES LLP**<br>5-4-187 / 3& 4, II ND FLOOR,<br>MG ROAD , SECUNDERABAD - 500003<br>SECUNDERABAD<br>State: Telangana(36)<br><br>**GSTIN No.: 36ACQFS2044C1Z7** |

10/12/20

| | DESCRIPTION | HSN CODE | QUANTITY | RATE Rs. Ps. | AMOUNT Rs. Ps. |
|---|---|---|---|---|---|
| 1 | 25SB SUDHAKAR 25MM X 1.5MM PVC BENDS | 3917 | 1,000.00 NOS | 7.20 | 7,200.00 |
| 2 | 2512 SUDHAKAR 25MM X 1.2MM PVC PIPE | 3917 | 300.00 NOS | 58.29 | 17,487.00 |
| 3 | 254 SUDHAKAR 25MM PVC JUNCTION BOX 4WAY | 3917 | 600.00 NOS | 22.68 | 13,608.00 |
| 4 | 6M METAL BOX | 8538 | 300.00 NOS | 32.00 | 9,600.00 |
| 5 | 2M METAL BOX | 8538 | 100.00 NOS | 16.00 | 1,600.00 |
| 6 | 8M METAL BOX | 8538 | 30.00 NOS | 36.00 | 1,080.00 |
| 7 | 7/20 SERVICE WIRE | 8544 | 1,000 METER | 15.00 | 15,000.00 |
| 8 | HAVELLS 25 AMPS DP COS | 8536 | 6.00 NOS | 840.00 | 5,040.00 |
| | | | | | 70,615.00 |
| | CGST TAX 9 % | | | | 6,355.35 |
| | SGST TAX 9% | | | | 6,355.35 |
| | ROUNDED | | | | 0.30 |
| | | | | | **83,326.00** |

MODI PROPERTIES PVT. LTD. ★SEC'BAD★
INWARD
No: 272/21
Date: 11/12
Sign: Neha

INWARD
Inward No: 15354 Dt: 3/12/20
GRN No: 86007 Dt: 5/12/20.
Received By: Sign:
SUMMIT SALES LLP

Certified by:

Stores Manager

**Indian Rupees Eighty Three Thousand Three Hundred Twenty Six Only**
**Despatched Through :**
**Destination :**

SUDHAKAR PIPES AND FITTINGS | Honeywell THE POWER OF CONNECTED | norisys® | Bharat M.S. Pipes | SUDHAKAR WIRES AND CABLES | HAVELLS

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

 02-12-2020 2:35:24 PM

72622
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** | | | |
|---|---|---|---|
| Shubham Enterprises<br>5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003<br><br>**GSTIN** 36AMRPG2711M1ZT 6656-8151..<br>040-66318150/23468151 9849153774 | **Doc No** | 72622 | 168172 |
| | **Doc Date** | 02-12-2020 | |
| | **Quote No** | Nil | |
| | **Quote Date** | 02-12-2020 | |
| | **SupplyType** | Supply | |

**Kind Attn : Viral.**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 4500 - Electrical - conducting - PVC bend - other - nos | 1,000.00 | 12.43 | 42.00 | 18.00 | 8,507.09 |
| 2 | 4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos | 300.00 | 100.50 | 42.00 | 18.00 | 20,634.66 |
| 3 | 4777 - Electrical - conducting - Junction Box - 25mm - nos | 600.00 | 39.11 | 42.00 | 18.00 | 16,060.13 |
| 4 | 4616 - Electrical - other - Metal box - 6way - nos | 300.00 | 32.00 | 0.00 | 18.00 | 11,328.00 |
| 5 | 4613 - Electrical - other - Metal box - 2way - nos | 100.00 | 16.00 | 0.00 | 18.00 | 1,888.00 |
| 6 | 4617 - Electrical - other - Metal box - 8way - nos | 30.00 | 36.00 | 0.00 | 18.00 | 1,274.40 |
| 7 | 4782 - Electrical - wires - A1 service Wire - 7/20 - mts<br>*10 coils* | 1,000.00 | 15.00 | 0.00 | 18.00 | 17,700.00 |
| 8 | 4799 - Electrical - other - Change over - 25 Amps - nos | 6.00 | 840.00 | 0.00 | 18.00 | 5,947.20 |
| | | | | | **Total Order Value . . .** | **83,339.48** |

Rupees : Eighty Three Thousand Three Hundred Thirty Nine and Paise Fourty Eight 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<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>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 |

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Shubham 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 | | |
| | | | | | | |

72622

72618

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.