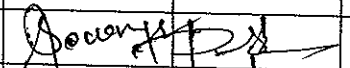


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		17/12/20		Prepared by:		D.SOWMYA	
PO/WO no.		72525		PO / WO Date.		27/11/20	
Supplier Name		Dattu Communications		PO/WO amount		5,100.	
Firm/Company		SS/Up		Project		SS/Up	
Sl. No.	Bill No.	128		Bill Date	30/11/20		
1					5,100.		
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						5,100.	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			86148	☒ 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:						5,100.	
Amount E – PO / WO value:						5,100	
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 / WO?			☒ Yes ☐ No – wait for balance material ☐ No (explained below)				
Advance paid / PDC given (deduct when paying)			☐ Yes – Rs. _____ /- ☒ No				
Payment – due date			26.12.2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	17/12/20						

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/-

GST no:36AIAPT3956C1Z9

BILL

DATTHU COMMUNICATION

Advt. For Print, Electronics, Outdoor

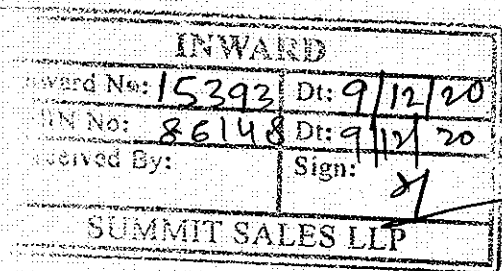
Plot No. 47, Near Church Colony, Cherlapally, hyd. Ph: 9390991131

No: 128

PO - 72505

Date : 30 Nov 2020

M/S: SUMMIT SALES LLP. MG Road Secunderabad-500003. Gst no: 36ACQFS2044C1Z7

S.No	PARTICULAR	SIZE	QTY	AMOUNT
01)	KBK Hand Sanitizer (30x170)	500 ml	30 no	5100/-
				
				
Gross Amount				
Others				
Net Amount				5100/-

Rupees (Five Thousand One Hundred Rupees)

Only)

Cheque to be Made in Favour Of "DATTHU COMMUNICATION"

Bank of Baroda - Dammaiguda Branch

Current account - 80960200000132

IFSC code- BARBOVDAMM

For Datthu Communication

For Datthu Communication

Proprietor

Authorised Sign.

Purchase Order

Page 1 of 1

27-11-2020 15:25:30

Orig



72505

25.11.20 1:07:27

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

Supplier Details			
Datthu Communication Plot no.47, Sy no.91&102, Chinna Cherlapally, Medchal-Malkajgiri. GSTIN 36AIAPT3956C1Z9 9912495155 9912495155	Doc No	72505	168162
	Doc Date	27-11-2020	
	Quote No	Nil	
	Quote Date	27-11-2020	
	SupplyType	Supply	

Kind Attn : Praveen

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4112 - Consumables - Sanitizer - 500 ml - Nos	30.00	170.00	0.00	0.00	5,100.00
Total Order Value . . .					5,100.00
Rupees : Five Thousand One Hundred Only.					

Terms and Conditions :-

Specification / Brand	KBK, Hand sanitizer, pump model.
Payment Terms	100% Advance payment
Tax	Included in the above prices
Delivery Date	With in 3 days
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra, 9502266233, Mahesh.
Penalty For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	By cheque....., Rs. 8,500-00
Other Terms	We reserve the rights to reject the items if not as specified, above order is for Stock replenish purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For **Summit Sales LLP**

Authorised Signatory

Name : 

Contact

Accepted the above Terms And Conditions

For **Datthu Communication**

Name : _____

Date : __/__/__