PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	21/12/20	Prepared by:	NEHA .C
PO/WO no.	72763	PO / WO Date.	07/12/20
Supplier Name	Veerabadra Enterprises	PO/WO amount	30,947/-
~~Firm/Company~~	SSIIP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	524	09/12/20	30,947/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			30,947/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			86426	☑ 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:	30,947/-
Amount E – PO / WO value:	30,947/-
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	25/12/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Kulla	[signature]					
Date	21/12/20	21/12					

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 No. 36AEMPG9276J1ZV

TAX INVOICE / CASH / CREDIT

Ph : 66338850
Cell : 7989596166

Veerabhadra Enterprises

Dealers in : Chemicals, Acids & General Goods

D. No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. | Email : veerabhadra1930@gmail.com

Name : Summit Sales LLP.
Address : MG Road.
72263/168185
GSTIN No: 36ACAFS2044C1Z7
State :
State Code : 36.

Invoice No. : 524
Invoice Date : 9/12/2020.
DC No. :
State : Telangana
State Code : 36

Transportation Mode :
Vehicle Number :
Date of Supply :

S. No	Description of Goods	HSN Code	Qty.	Rate	Taxable Value 5%	18%	12% - 0%
1	Dust bin.		10	50/-		500.00	
2	Mopping Cloth.		120	15/-	1800.00		
3	Cheese Cloth		120	15/-	1800.00		
4	Harpic.		24	84/-		2016.00	
5	Lizol.		48	76/-		3648.00	
6	Bucket w/mop		20	220/-		4400.00	
7	Room freshner		12	80/-		960.00	
8	Bubble can.		20	180/-		3600.00	
9	Mopping Stick.		30	120/-		3600.00	
10	Acid.		60	18/-		1080.00	
11	Cobweb Stick		10	110/-		1100.00	
12	Bombay broom		50	50/-			2500.00

Amount in words :

	5%	18%	12% - 0%
Total Amount before Tax	3600.00	20904.00	2500.00
Add SGST	90.00	1881.36.	
Add CGST	90.00	1881.36.	
Add IGST			
Round Off		+28	
Total Amount after Tax	3780.00	24667.00	2500.00
Total Tax Amount		GRAND TOTAL	30947.00

MODI PROPERTIES PVT. LTD. SECBAD
INWARD
No. 1220
Date 19/1

INWARD
Inward No: 15432 Dt: 16/12
GRN No: 86426 Dt: 17/12/20
Received By: Sign:
SUMMIT SALES LLP

Bank Details :
A/c No. 303011023425
Branch : General Bazar, Secunderabad,
IFSC Code : KKBK0007450
Main Branch : Kotak Mahindra Bank

Certified by:

Stores Manager

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Terms & Conditions :
- All Cheques Should be in Favour of M/s. Veerabhadra Enterprises, Hyderabad only
- Cheques Subject to realisation.
- Goods once sold will not be taken back.

Purchase Order

 21-12-2020 10:59:02

72763
25.11.20 1:31:18

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

Supplier Details

Veerabhadra Enterprises
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.

GSTIN 36AEMPG9276J1ZV
040 - 66338850 9246269111

Doc No	72763	168185
Doc Date	07-12-2020	
Quote No	Nil	
Quote Date	07-12-2020	
SupplyType	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4026 - Consumables - Dust bin - NA - nos	10.00	50.00	0.00	18.00	590.00
2	4040 - Consumables - Mopping Cloth - NA - nos	120.00	15.00	0.00	5.00	1,890.00
3	4008 - Consumables - Cleaning Cloth - other - nos	120.00	15.00	0.00	5.00	1,890.00
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	24.00	84.00	0.00	18.00	2,378.88
5	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	48.00	76.00	0.00	18.00	4,304.64
6	4006 - Consumables - Bucket - other - nos *Withmug*	20.00	220.00	0.00	18.00	5,192.00
7	4001 - Consumables - Air Freshner - NA - nos *Room freshner*	12.00	80.00	0.00	18.00	1,132.80
8	4066 - Consumables - Water bottle - NA - nos *Bubble can*	20.00	180.00	0.00	18.00	4,248.00
9	4041 - Consumables - Mopping stick - NA - nos	30.00	120.00	0.00	18.00	4,248.00
10	4000 - Consumables - Acid - NA - ltrs	60.00	18.00	0.00	18.00	1,274.40
11	4005 - Consumables - Broom with stick - NA - nos *cob web stick*	10.00	110.00	0.00	18.00	1,298.00
12	4003 - Consumables - Bombay Broom - Big - nos	50.00	50.00	0.00	0.00	2,500.00
					Total Order Value . . .	**30,946.72**

Rupees : Thirty Thousand Nine Hundred Fourty Six and Paise Seventy Two Only.

Terms and Conditions :-

Specification /	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 Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ____________

Name : ____________

Contact - -

Date : __/__/____

Purchase Order

 21-12-2020 10:59:02

Original / Office Copy / Purchase Div.Copy

Penality For Delay	Nil
Transportation	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. Above order for Stock maintain Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ____________________

Name : ____________________

Contact - -

Date : __/__/____

Requisition Form

Company Name:	SSLLP		
Site & Phase :	SHLLP	Date:	3.12.20
Supplier		Time:	10.30
Material required before date:		Req. No.	168185
		ID No.	62079

No	Description	Size	Quantity	Units	Inward No	Date
1	Sponges		500	nos		
2	Bombay brooms	Big	50	nos		
3	Mopping stick		30	nos		
4	Cob web stick		10	nos		
5	Acid		60	nos		
6	Dust bin		10	nos		
7	Yellow cloth		120	nos		
8	Cleaning cloth		120	nos		
9	Room freshner		12	nos		
10	Lizol		48	nos		
11	Harpic		24	nos		
12	Bubble cans		20	nos		
13	Safety induction ribbon /		10	nos		
14	Plastic bucket with mug /		20	nos		

P.O. 72763

APPROVED
07 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: Stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	3.12.2020	Sign. & Date	

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