PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29-12-20	Prepared by:	PRABHAKAR.P
PO/WO no.	73012	PO / WO Date.	16-12-20
Supplier Name	SHUBHAM ENTERPRISES	PO/WO amount	35,683-20
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	2125	17-12-20	6,938-00
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			6,938-00

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			86466	☑ 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:	6,938-00
Amount E – PO / WO value:	35,683-20
Amount F – Difference (A – E): GST-18%	28,745-00

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	**04-01-21**
Remarks: PART BILL	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]	APPROVED 29 DEC 2020 MINISH PARIKH MANAGER-PROCUREMENT				
Date		29/12					

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. : 2125 **Date :** 17-Dec-2020 P.O. No. : 73012 // 168124 Date : 17-Dec-2020

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

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

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

	DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1	HAVELLS 25 AMPS DP COS	8536	7.00 NOS	840.00	5,880.00
					5,880.00
	CGST TAX 9 %				529.20
	SGST TAX 9%				529.20
	ROUNDED				(-)0.40
					6,938.00

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No: 12690
Date: 28/12
Sign: [illegible]

INWARD
Inward No: 1545 2 Dt: 17/12/20
GRN No: 86466 Dt: 18/12/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:

Stores Manager

Indian Rupees Six Thousand Nine Hundred Thirty Eight 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**

SHUBHAM ENTERPRISES SEC'BAD

Purchase Order

 16-12-2020 3:10:33 PM

Orig 73012
16.12.20 11:34:54

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 5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003 **GSTIN** 36AMRPG2711M1ZT 6656-8151.. 040-66318150/23468151 9849153774	**Doc No**	73012	168214
	Doc Date	16-12-2020	
	Quote No	Nil	
	Quote Date	16-12-2020	
	SupplyType	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4799 - Electrical - other - Change over - 25 Amps - nos	36.00	840.00	0.00	18.00	35,683.20
					Total Order Value . . .	**35,683.20**

Rupees : Thirty Five Thousand Six Hundred Eighty Three and Paise Twenty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of Havells brand
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.
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
Measurment	Nil
Security	Nil
Remarks	

① Part Mtrl Recd
Invoice no: 2125
Amount: 6938/-
Dt: 17/12/20
Bill received
29/12

For *Summit Sales LLP*
Authorised Signatory

Name :

Accepted the above Terms And Conditions
For *Shubham Enterprises*

Name :

Date : __/__/___

Requisition Form

Company Name:	Summit sales llp	Date:	14.12.20
Site & Phase :	Summit housing llp	Time:	11.00
Supplier		Req. No.	168214
Material required before date:		ID No.	622775

No	Description	Size	Quantity	Units	Inward No.	Date
1	MCB 73011	16A	192	NOS		
2	MCB	6A	144	NOS		
3	FP ISOLATOR	40A	36	NOS		
4	CHANGE OVER 73012	25A	36	NOS		
5	LED LIGHTS	1'	20	NOS		
6	LED LIGHTS	4'	20	NOS		
7	DB -3 PHASE	4 WAY	20	NOS		
8	DB -SINGLE PHASE 73014		20	NOS		
9	MODULAR PLATE	6M	360	NOS		
10	MODULAR PLATE	2M	140	NOS		
11	SWITCH	6A	1200	NOS		
12	SOCKET	6A	600	NOS		
13	SWITCH	16A	100	NOS		
14	SOCKET	16A	100	NOS		
15	FAN DIMMER		90	NOS		
16	BLANK PLATES		900	NOS		

Remarks: For stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	14.12.20	Sign. & Date	

APPROVED
16 DEC 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

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