PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	30/12/20	Prepared by:	NEHA .C
PO/WO no.	71767	PO / WO Date.	31/10/2020
Supplier Name	Sree Sree Enterprises	PO/WO amount	21000/-
Firm/Company	SSIIP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	2384	21/12/20	21000/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges):	21000/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			86732	☑ 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:	21000/-
Amount E – PO / WO value:	21000/-
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	01/01/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	30/12/20	31/12					

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/-

Tax Invoice

(ORIGINAL FOR RECIPIENT)

Sree Sree Enterprises
8-115, Narasimha Puri Colony
Kothapet, Hyderabad
Godown : 11-5-238/3, HP Road
Moosapet, Hyderabad
9246611819
GSTIN/UIN: 36APXPG7125C1ZS
State Name : Telangana, Code : 36
E-Mail : sreesree819@gmail.com

Invoice No. **2384**	Dated **21-Dec-20**
Delivery Note	Mode/Terms of Payment **Cheque**
Reference No. & Date.	Other References
Buyer's Order No. **71767**	Dated **31-Oct-20**
Dispatch Doc No.	Delivery Note Date
Dispatched through **Self Pickup**	Destination
Terms of Delivery	

Consignee (Ship to)
Summit Sales LLP
Sumit Housing LLP, Behind Kingston PG College,
Cherlapally, Hyderabad, 9618244433
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Buyer (Bill to)
Summit Sales LLP
5-4-187/3&4,II Nd Flore,M.G.Road, Secunderabad
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36
Place of Supply : Telangana

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Cebex 112- 20L**	38244090	**2 nos** ✓	1,000.00	847.46	nos		**1,694.92**
	CGST							**152.54**
	SGST							**152.54**
	Total		**2 nos**					**₹ 2,000.00**

INWARD
Inward No: 15485 Dt: 22/12/20
MRN No: 86732 Dt: 24/12/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

E. & O.E

Amount Chargeable (in words)
INR Two Thousand Only

	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
	1,694.92	9%	152.54	9%	152.54	305.08
Total:	**1,694.92**		**152.54**		**152.54**	**305.08**

Tax Amount (in words) : **INR Three Hundred Five and Eight paise Only**

Company's PAN : **APXPG7125C**

Company's Bank Details
Bank Name : **INDIAN BANK**
A/c No. : **887170347**
Branch & IFS Code: **Moosapet, Hyderabad & IDIB000M160**

Declaration
Goods once sold cannot be taken back or exchanged.

Customer's Seal and Signature

for Sree Sree Enterprises

SREE SREE ENTERPRISES Hyderabad KOTHAPET
Authorised Signatory

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No: 12732 Date: 2/12 Sign:

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

71767
30.10.20 4:42:54

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

Supplier Details			
Sree Sree Enterprises	**Doc No**	71767	168088
8-115, Narasimha Puri Colony, Near Asta Laxmi Arch, Kothapet, Hyderbad, Telangana	**Doc Date**	31-10-2020	
	Quote No	Nil	
GSTIN -	**Quote Date**	31-10-2020	
9246611819	**SupplyType**	Supply	

Kind Attn : Mr.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	3162 - Chemicals - ACL Plasticizer - NA - Ltrs *Cebex-112*	40.00	50.00	0.00	0.00	2,000.00
					Total Order Value . . .	**2,000.00**

Rupees : Two Thousand Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	100% Advance Payment
Tax	All taxes are included in above prices
Delivery Date	Immidiate
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Rs.2000/-Vide cheq.no. dtd
Other Terms	We reserve the right to reject items not conforming to quality and specifications, above order is for Stock maintance purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For *Summit Sales LLP*
Authorised Signatory

06/11/2020

Name : ______

Accepted the above Terms And Conditions
For *Sree Sree Enterprises*

Name : ______

Date : __/__/____