PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	30/1/21	Prepared by:	PRABHAKAR
PO/WO no.	73893	PO / WO Date.	18/1/21
Supplier Name	Veerabhadra Enterprises	PO/WO amount	36,167.04
Firm/Company	Summit Seeds LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	612	25/1/21	37,303-60
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			37,303-60

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			87812	☑ 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:	— 37,303-60
Amount E – PO / WO value:	36,167-04
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	1/2/21

Remarks: Rates difference in some items can be accepted.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]	APPROVED 02 FEB 2021 MINISH PARIKH				
Date		30/1/21					

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/-

PG-73893

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 :

GSTIN No : 36ACQFS2044C1Z7
State : T.S State Code : 36

Invoice No. : 612
Invoice Date : 20/1/21
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)	Acid.		60 Bot	15/-		900=00	
2)	Lizol 500mL (Dozen)		48 Bot	76/-		3648=00	
3)	Co.10. Brooms.		200 nos	15/-			3000=00
4)	Harpic. 500mL (Crew)		48 nos	72/-		3456=00	
5)	Scented Phenyle.		40 Bot	45/-		1800=00	
6)	Vim bar. Tub.		24 nos	40/-		960=00	
7)	Wheel.		30 Pac	22/-		660=00	
8)	Mop Stick.		20 nos	120/-		2400=00	
9)	Air Freshner		24 nos	80/-		1920=00	
10)	S/Brooms.		50 nos	50/-			2500=00
11)	Crew Glass Clean		48 nos	72/-		3456=00	
12)	Sanroor Pump.		48 nos	76/-		3648=00	
13)	Scrubber Sda		24 nos	15/-		360=00	
14)	Room Freshner		24 nos	80/-		1920=00	
15)	Odonil.		48 nos	38/-		1824=00	

Amount in words :

Certified by:
Stores Manager

Total Amount before Tax	26952=00	
Add SGST	2425=68	
Add CGST	2425=68	
Add IGST		
Round Off	-0=36	
Total Amount after Tax	31803=00	5500=00
Total Tax Amount	GRAND TOTAL	37303=00

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 73658 Date 27/1 Sign.

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

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.

INWARD
Inward No: 15684 Dt: 22-1-21
MRN No: 87812 Dt: 22/01/21
Received by: Sign:
SUMMIT SALES LLP

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 18-01-2021 15:19:54

73893
16.01.21 10:36:44

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**	73893	168310
	Doc Date	18-01-2021	
	Quote No	Nil	
	Quote Date	18-01-2021	
	SupplyType	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4000 - Consumables - Acid - NA - ltrs	60.00	15.00	0.00	18.00	1,062.00
2	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	48.00	76.00	0.00	18.00	4,304.64
3	4009 - Consumables - Coconut Broom - other - nos	200.00	13.00	0.00	0.00	2,600.00
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	48.00	72.00	0.00	18.00	4,078.08
5	4046 - Consumables - Phinyle - 1Ltr - nos	40.00	45.00	0.00	18.00	2,124.00
6	4065 - Consumables - Vim bar - NA - nos	24.00	40.00	0.00	18.00	1,132.80
7	4059 - Consumables - Surf Detergent Powder - NA - kgs	30.00	22.00	0.00	18.00	778.80
8	4041 - Consumables - Mopping stick - NA - nos	20.00	120.00	0.00	18.00	2,832.00
9	4001 - Consumables - Air Freshner - NA - nos	24.00	80.00	0.00	18.00	2,265.60
10	4003 - Consumables - Bombay Broom - Big - nos	50.00	50.00	0.00	0.00	2,500.00
11	4014 - Consumables - Colin - 500ml - nos	48.00	72.00	0.00	18.00	4,078.08
12	4022 - Consumables - Dettol - NA - nos *Santoor hand wash*	48.00	63.00	0.00	18.00	3,568.32
13	4055 - Consumables - Scrubber - NA - nos	24.00	15.00	0.00	18.00	424.80
14	4001 - Consumables - Air Freshner - NA - nos *Room freshner*	24.00	80.00	0.00	18.00	2,265.60
15	~~4001 - Consumables - Air Freshner - NA - nos~~ *odonil*	~~48.00~~	38.00	~~0.00~~	~~18.00~~	2,152.32
	Rupees : Thirty Six Thousand One Hundred Sixty Seven and Paise Four Only.				**Total Order Value . . .**	**36,167.04**

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms After Delivery & Production of bill

For ***Summit Sales LLP***

Authorised Signatory

Name :

Contact

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ____________________

Date : __/__/____

Purchase Order

 18-01-2021 15:19:54

Original / Office Copy / Purchase Div.Copy

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	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

Name : ____________________

Contact

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Summit sales llp	Date:	15.1.2021
Site & Phase :	Summit housing llp	Time:	11.00
Supplier		Req. No.	168310
Material required before date:		ID No.	63090

No	Description	Size	Quantity	Units	Inward No	Date
1✓	Acid		60	nos		
2	Vim bar		24	nos		
3	Surf		30	nos		
4✓	Room freshner		24	nos		
5✓	Odonil		48	nos		
6✓	Srcubber	738993	24	nos		
7✓	Air freshner	738994.	24	nos		
8✓	Santoor handwash		48	nos		
9✓	Lizol		48	nos		
10✓	Colin		48	nos		
11✓	Harpic		48	nos		
12✓	Phenoyl		40	nos		
13✓	Bombay brooms	Big	50	nos		
14✓	Mopping stick		20	nos		
15✓	Coconut brooms		200	nos		
16	Sponges		500	nos		
17	Bombay brooms	Small	300	nos		
18						

Remarks:For stock maintenance

Prepared By	SOWMYA	Approved by	✓
Sign.& Date	15.1.2021	Sign. & Date	

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

APPROVED BY
16 JAN 2021
SOHAM MODI
MANAGING DIRECTOR