

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/03/2021	Prepared by:	NEHA
PO/WO no.	75239	PO / WO Date.	25-02-2021
Supplier Name	Shubham Enterprises	PO/WO amount	3540 = ₹
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	2988	28-02-2021	3540 = ₹
2			
3			
4			

Amount A - Bills total (Excluding Transport & Hamali Charges): 3,540 = ₹

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			89421	☐ 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:

Amount E - PO / WO value:

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. <u>15</u> ☐ No
Payment - due date	15-03-2021

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts = receiver of bill	Accountant	Accounts Manager
Sign:	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>				
Date	10/3/21	18/3	11 MAR 2021				

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 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. 1,00,000/-. 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. : 2988

Date : 26-Feb-2021

P.O. No. : 75239 // 168444

Date : 26-Feb-2021

Reverse Charge (Y/N) : No

D.C. No. :

Date :

State : Telangana

State Code : 36

Vehicle No. :

E-Way Bill No. :

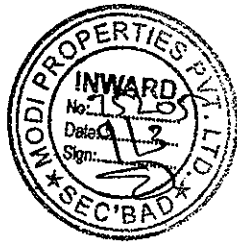
Bill to Party : **SUMMIT SALES LLP**
5-4-187 / 3& 4, II ND FLOOR,
MG ROAD , SECUNDERABAD - 500003
SECUNDERABAD
State: Telangana(36)

GSTIN No.: 36ACQFS2044C1Z7

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

DESCRIPTION	HSN CODE	QUANTITY	RATE		AMOUNT	
			Rs.	Ps.	Rs.	Ps.
1. XA - BLADE DOUBLE ✓	8208	200.00 NOS		9.00		1,800.00
2. XA - BLADE HEAVY ✓	8208	200.00 NOS		6.00		1,200.00
CGST TAX 9 %						3,000.00
SGST TAX 9%						270.00
						270.00
						3,540.00



INWARD	
Forward No: 15910	Dt: 26/2/21
IN No: 89421	Dt: 27/2/21
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:
Stores Manager

Indian Rupees Three Thousand Five Hundred Forty Only
Despatched Through :
Destination :SUDHAKAR
PIPES AND FITTINGSHoneywell
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



Purchase Order



75239

25.02.21 10:26:00

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25-02-2021 3:42:24 PM

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

Doc No 75239 168444

Doc Date 25-02-2021

Quote No Nil

Quote Date 25-02-2021

SupplyType Supply

GSTIN 36AMRPG2711M1ZT 6656-8151..
040-66318150/23468151 9849153774

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 9537 - Tools - Hacksaw blade - double - nos	200.00	9.00	0.00	18.00	2,124.00
2 9538 - Tools - Hacksaw blade - single - nos	200.00	6.00	0.00	18.00	1,416.00
Total Order Value . . .					3,540.00

Rupees : Three Thousand Five Hundred Fourty 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

Penalty For Delay Nil

Transportation 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 Stock purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Shubham Enterprises**Name : 

Name : _____

Date : __/__/__

Company Name:		Requisition Form				
Site & Phase :		Summit sales llp		Date:	24.2.2021	
Supplier		Summit housing llp		Time:	12.00	
Material required before date:				Req. No.	168444	
				ID No.	64360	
No	Description	Size	Quantity	Units	Inward No	Date
1	Gova ropes		20	nos		
2	GI Buckets		48	nos		
3	Blue sheets	12 X 18	10	nos		
4	Blue sheets	24 X 18	10	nos		
5	Spade with handle		30	nos		
6	Hacksaw blade - Double		200	nos		
7	Hacksaw blade - Single		200	nos		
8	Safety belts		10	nos		
9	Labour helmets - male		100	nos		
10	Labour helmets - female		50	nos		
Remarks: Stock maintenance and site use						
Prepared By		NEHA				
Sign. & Date		24.2.2021		Sign. & Date		

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

