PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	30/6/21	Prepared by:	HEMENDRA
PO/WO no.	77648	PO / WO Date.	14/6/21
Supplier Name	Venkatesh Engg.	PO/WO amount	11,602/-
Firm/Company	SSLCP	Project	SL CLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	24	25/6/21	11,602/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			11,602/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	24	25/6/21	93314	☑ 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:				11,602/-
Amount E – PO / WO value:				11,602/-
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	7/7/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 01 JUL 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date							

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 : POL-no. 77648-168711
GSTIN No : 36ACQFS2044C1Z7
State : T.S State Code : 36

Invoice No. : 211
Invoice Date : 25/6/2021
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)	Room Fren.		24 no	80/-		1920=00	
2)	Dettol Anni		30 Bot	147/-		4410=00	
3)	Sanroo Hand pump		12 no	80/-		960=00	
4)	CO, IO, Broom.		200 nos	15/-			3000=00

Certified by:
Stores Manager

INWARD
Inward No: 16546 Dt: 29/6/21
MRN No: 93314 Dt: 29/6/21
Received By: Sign:
SUMMIT SALES LLP

Amount in words :

Total Amount before Tax	7290=00	
Add SGST	656=10	
Add CGST	656=10	
Add IGST		
Round Off	-0=20	
Total Amount after Tax	8602=00	3000=00
Total Tax Amount	GRAND TOTAL	11602=00

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

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 81727
Date 30/6
Sign

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.

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 15-06-2021 10:39:20 AM

77648
15.06.21 10:50:25

py

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	**Doc No**	77648	168711
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.	**Doc Date**	14-06-2021	
	Quote No	Nil	
GSTIN 36AEMPG9276J1ZV	**Quote Date**	14-06-2021	
040 - 66338850 9246269111	**SupplyType**	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4001 - Consumables - Air Freshner - NA - nos *room freshner*	24.00	80.00	0.00	18.00	2,265.60
2	4022 - Consumables - Dettol - NA - nos *Antiseptic*	30.00	147.00	0.00	18.00	5,203.80
3	4022 - Consumables - Dettol - NA - nos *Santoor*	12.00	80.00	0.00	18.00	1,132.80
4	4009 - Consumables - Coconut Broom - other - nos	200.00	15.00	0.00	0.00	3,000.00
				Total Order Value . . .		**11,602.20**

Rupees : Eleven Thousand Six Hundred Two and Paise Twenty Only.

w
24
26/6

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
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

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	10-06-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00
Supplier		Req. No.	168711
Material required before date:		ID No.	66611

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Room Freshner		24	Nos		
2	Coconut Brooms 77648		200	Nos		
3	Dettol Liquid		30	Nos		
4	Dettol Hand wash -Santoor		12	Nos		
5	Punch 77649	Big	5	Nos		
6	Stapler	Big	5	Nos		
7	Scribling Pads		60	Nos		

Remarks:For stock maintenance purpose

Prepared By	BHAVANI		
Sign.& Date	10-06-2021	Sign. & Date	

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

APPROVED BY
11 JUN 2021
SOHAM MODI
MANAGING DIRECTOR