ME ✓ pl. che

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/7/21	Prepared by:	HEMENDRA
PO/WO no.	78528	PO / WO Date.	23/4/21
Supplier Name	Veerabhadra Ent.	PO/WO amount	35,948/-
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	265	12/7/21	35,736/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			35,736/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	265	12/7/21	93964	☑ 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:	35,736/-
Amount E – PO / WO value:	35,948/-
Amount F – Difference (A – E): GST-18%	212/-

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	22/8/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		[signature] APPROVED 17 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 : DOC-no - 78528 - 168810
GSTIN No : 36ACQFS2044C1Z7
State : T.S State Code : 36

Invoice No. : 265
Invoice Date : 12/7/2021
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)	Dust Bin.	✓	10nos	50/-		500=00	
2)	Odonil.	✓	36nos	40/-		1440=00	
3)	Godrej's Air pocket	✓	30nos	46/-		1380=00	
4)	S/Broom Gold.	✓	100nos	64/-			6400=00
5)	Dettol.	✓	20nos	147/-		2940=00	
6)	Santoor Pump	✓	48nos	80/-		3840=00	
7)	Vim Bar.	✓	24nos	40/-		960=00	
8)	Buckets	✓	10nos	180/-		1800=00	
9)	Water Bottles.	✓	30nos	40/-		1200=00	
10)	Detergent powder.	✓	30pac	22/-		660=00	
11)	Lizol.	✓	48 Bot	76/-		3648=00	
12)	Covers.	✓	5pac	100/-		500=00	
13)	Colin 500ML.	✓	20Bot	76/-		1520=00	
14)	Wyper.	✓	20nos	80/-		1600=00	
15)	Coir Brooms	✓	100nos	15/-			1500=00
16)	mop cloth.	✓	120nos	15/-	1800=00		
	Total Amount before Tax				1800=00	21988=00	
	Add SGST				45=00	1978=92	
	Add CGST				45=00	1978=92	
	Add IGST						
	Round Off					+0=16	
	Total Amount after Tax				1890=00	25946=00	7900=00
	Total Tax Amount					GRAND TOTAL	35736=00

Amount in words :

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 82330
Date: 15/7
Sign: L

Certified by:

Stores Manager

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: 16610 Dt: 14/7/21
MRN No: 93964 Dt: 15/7/21
Received By: Sign: 84
SUMMIT SALES LLP

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 12-07-2021 13:39:41

78528
12.07.21 11:10:49

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.	**Doc No**	78528	168810
	Doc Date	23-04-2021	
	Quote No	Nil	
GSTIN 36AEMPG9276J1ZV	**Quote Date**	23-04-2021	
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	4026 - Consumables - Dust bin - NA - nos	10.00	50.00	0.00	18.00	590.00
2	4001 - Consumables - Air Freshner - NA - nos *Odonil*	36.00	45.00	0.00	18.00	1,911.60
3	4001 - Consumables - Air Freshner - NA - nos *Godrej air pkts*	30.00	46.00	0.00	18.00	1,628.40
4	4003 - Consumables - Bombay Broom - Big - nos	100.00	64.00	0.00	0.00	6,400.00
5	4009 - Consumables - Coconut Broom - other - nos	100.00	15.00	0.00	0.00	1,500.00
6	4022 - Consumables - Dettol - NA - nos *Liquid*	20.00	147.00	0.00	18.00	3,469.20
7	4022 - Consumables - Dettol - NA - nos *Hand wash Santoor*	48.00	80.00	0.00	18.00	4,531.20
8	4065 - Consumables - Vim bar - NA - nos	24.00	40.00	0.00	18.00	1,132.80
9	4006 - Consumables - Bucket - other - nos	10.00	180.00	0.00	18.00	2,124.00
10	4108 - Consumables - Water Bottle - NA - Nos *White*	30.00	40.00	0.00	18.00	1,416.00
11	4040 - Consumables - Mopping Cloth - NA - nos *White*	120.00	15.00	0.00	5.00	1,890.00
12	4059 - Consumables - Surf Detergent Powder - NA - kgs	30.00	22.00	0.00	18.00	778.80
13	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	48.00	76.00	0.00	18.00	4,304.64
14	4051 - Consumables - Polythene Covers - other - pkts	5.00	100.00	0.00	18.00	590.00
15	4014 - Consumables - Colin - 500ml - nos	20.00	76.00	0.00	18.00	1,793.60
16	4071 - Consumables - Wiper - Other - nos	20.00	80.00	0.00	18.00	1,888.00
			Total Order Value . . .			**35,948.24**

Rupees : Thirty Five Thousand Nine Hundred Fourty Eight and Paise Twenty Four Only.

Terms and Conditions :-

For ***Summit Sales LLP***

Authorised Signatory

Name :

Contact ...

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ______________________

Date : __/__/____

Purchase Order

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 : ______________

Contact - -

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	08-07-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	12:00
Supplier		Req. No.	168810
Material required before date:		ID No.	67427

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Air Freshner-Odonil		36	Nos		
2	Bombay Brooms 64	Big	100	Nos		
3	Coconut brooms		100	Nos		
4	Dettol Liquid		20	Nos		
5	Dettol Hand wash-Santoor		48	Nos		
6	Dust Bin		10	Nos		
7	Wiper		20	Nos		
8	PVC Bucket [illegible] 280		10	Nos		
9	Mopping Cloth		120	Nos		
10	Surf 78528	500gms	30	Nos		
11	Vim Bar		24	Nos		
12	Lizol	1ltrs	48	Nos		
13	Colin	500ml	20	Nos		
14	**First Aid Kit** →		8	Nos		
15	Water Bottles		30	Nos		
16	Air Packets → 54 [illegible]	46x18	30	Pkts		
17	West Pipe		60	Nos		
18	Dust Bin Covers 100		05	Pkts		

Remarks:For Stock Maintenance Purpose			
Prepared By	BHAVANI		
Sign.& Date	08-07-2021	Sign. & Date	

APPROVED
13 JUL 2021
PRABHAKAR
Sr. MANAGER PURCHASE

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