PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/07/21	Prepared by:	Sridevi
PO/WO no.	78335	PO / WO Date.	05/07/21
Supplier Name	Shubham Enterprises	PO/WO amount	28,350/-
Firm/Company	Serene Construction LLP	Project	Serene farms
Sl. No.	Bill No.	Bill Date	Bill amount
1.	SE/21-22/1012	8/7/21	28,350/-
2.			/
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			28,350/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	/	/	/	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
Amount B – Other Credits :				
Amount C – Other Debits :				
Amount D (D=A+B-C) – Amount to be credited to the supplier:				28,350/-
Amount E – PO / WO value:				28,350/-
Amount F – Difference (A – E):				—

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	02/08/21
Remarks:	—

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sri		APPROVED 27 JUL 2021 MINISH PARIKH				
Date	26/07/21						

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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 : 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. : SE/21-22/1012	Date : 8-Jul-21	P.O. No. :	Date :
Reverse Charge (Y/N) : No		D.C. No. : 78335 // 150554	Date : 8-Jul-21
State : Telangana	State Code : 36	Vehicle No. :	E-Way Bill No. :

Bill to Party :	Ship to Party :
SERENE CONSTRUCTIONS LLP SERENE FARMS, SY. NO:- 44, YENKEPALLY VILLAGE, CHEVELLA MANDAL, R R DIST State: Telangana(36) **GSTIN No.: 36ACVFS7909P1ZV**	**SERENE CONSTRUCTIONS LLP** SERENE FARMS, SY. NO:- 44, YENKEPALLY VILLAGE, CHEVELLA MANDAL, R R DIST State: Telangana(36) **GSTIN No.: 36ACVFS7909P1ZV**

DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1 CG 48" CELLING H/S FAN	84149090	21.00 NOS.	1,144.05	24,025.00
				24,025.00
CGST TAX 9 %				2,162.25
SGST TAX 9%				2,162.25
ROUNDED				0.50
Indian Rupees Twenty Eight Thousand Three Hundred Fifty Only				28,350.00

INWARD	
Inward No: 115	Dt: 15-07-21
MRN No: 94020	Dt: 16/07/21
Received By: R. Sachin	Sign:
Serene Construction (Hyd) LLP	

SUMMIT SALES LLP
IN WARD
No: 8245
Date: 20.7
Sign:
R.R. DIST.

Despatched Through :
Destination :

SUDHAKAR PIPES AND FITTINGS Honeywell 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**

SHUBHAM ENTERPRISES SEC'BAD

Purchase Order

78335
06.07.21 4:40:58

 08-07-2021 11:55:41 AM

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details

Shubham Enterprises
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003

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

Doc No	78335	150554
Doc Date	05-07-2021	
Quote No	Nil	
Quote Date	05-07-2021	
SupplyType	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4525 - Electrical - other - Ceiling fan - other - nos *brown*	21.00	1,350.00	0.00	0.00	28,350.00
					Total Order Value . . .	**28,350.00**

Rupees : Twenty Eight Thousand Three Hundred Fifty Only.

Terms and Conditions :-

Specification /	All items shall be of 'CG' brand Sea wind model
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in above price.
Delivery Date	Next day.
Delivery Location	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 Phone. ..
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for V.no.15,25,27,28,29 purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Serene Constructions LLP*
Authorised Signatory

Name : 13/07/2021

Accepted the above Terms And Conditions
For *Shubham Enterprises*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	serene constructions llp	Date:	03-07-2021
Site & Phase :	Serene farms	Time:	16:30
Supplier		Req. No.	150554
Material required before date:	asap	ID No.	67254

No	Description	Size	Quantity	Units	Inward No	Date
1	**ceiling fans(brown colour)**	std	21	nos		
2						
3						
4	78335					
5						
6						
7						
8						
9						
10						

For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☑ PO/Rec. processed post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SS... stock
- ☐ Others

Remarks: The above material is required for villa-15,25,27,28,29

Prepared By	G.Siva prasad	Approved by	
Sign.& Date	03-07-2021	Sign. & Date	APPROVED -7 JUL 2021 MANAGING DIRECTOR

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

Estimate/Draft PO

 05-07-2021 3:36:16 PM Original / Office Copy / Purchase Div.Copy

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details			
Swastik Commercial Corporation 3561/3, (7-2-626), R.P.Road, Secunderabad. **GSTIN** 36AEMPJ3074R1ZS 27707596 27705974 9848178680	**Doc No**	78335	150554
	Doc Date	05-07-2021	
	Quote No	Nil	
	Quote Date	05-07-2021	
	SupplyType	Supply	

Kind Attn : Mohanlal

Estimate/Draft PO for the Supply of following Items.

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Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for V.no.15,25,27,28,29 purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

-7 JUL 2021

For *Serene Constructions LLP*
Authorised Signatory

Accepted the above Terms And Conditions
For ***Swastik Commercial Corporation***

Name : ____________ Name : ____________ Date : __/__/____