

PURCHASE DIVISION
Advice for approval for credit to supplier

② ⑤ ✓

Date:	7/8/21	Prepared by:	Hemendra
PO/WO no.	79052	PO / WO Date.	27/7/21
Supplier Name	Sundan Motors	PO/WO amount	59,000/-
Firm/Company	SS2UP	Project	SH UP
Sl. No.	Bill No.	Bill Date	Bill amount
1	2200033	5/8/21	59,000/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges):

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	2200033	5/8/21	94835	☒ 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 / W?O ☒ Yes ☐ No – wait for balance material ☐ No (explained below)

Advance paid / PDC given (deduct when paying) ☒ Yes – Rs. 59,000/- ☐ No

Payment – due date

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date			09 AUG 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 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/-



International Business Channels

Sundar Motors
Shop 34 Krupa Market
Tadbun
Hyderabad, 500064, Telangana
9989189680ibc@ibcind.com

PO No 79052

TAX INVOICE

Invoice#	: SM-INV-2200033	Place Of Supply	: Telangana (36)
Invoice Date	: 05/08/2021	GSTIN	: 36ADWFS2051C1Z0
Terms	: Due on Receipt		
Due Date	: 05/08/2021		

Bill To	Ship To
SUMMIT SALES LLP 5-4-187/3&4, II ND FLOOR, MG ROAD, SECUNDERABAD HYDERABAD 500003 Telangana India GSTIN: 36ACQF52044C1Z7 , 7842576955	5-4-187/3&4, II ND FLOOR, MG ROAD, SECUNDERABAD HYDERABAD 500003 Telangana India

#	Item & Description	HSN /SAC	Qty	Rate	CGST		SGST		Amount
					%	Amt	%	Amt	
1	VIN REO LI-PLUS CHASSIS.NO- MCPR10250AGE13779 MOTOR.NO-CHMT0121-13415 BATTERY.NO- BAJDAD2DZ14L0612 COLOUR-BLUE	8711909 1	1.00 Nos.	56,190.48	2.5%	1,404.76	2.5%	1,404.76	56,190.48

Total In Words
Indian Rupee Fifty-Nine Thousand Only

Thanks for your business.

WE DECLARE THAT THIS INVOICE SHOWS THE ACTUAL PRICE OF THE
GOODS DESCRIBED AND THAT ALL PARTICULARS ARE TRUE AND
CORRECT.

SUBJECT TO HYDERABAD JURISDICTION

Terms & Conditions
THIS IS A COMPUTER GENERATED INVOICE

Sub Total 56,190.48
CGST2.5 (2.5%) 1,404.76
SGST2.5 (2.5%) 1,404.76
Total ₹59,000.00
Balance Due ₹59,000.00

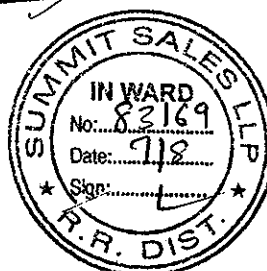
SUNDAR MOTORS

Shop. No: 34, Sri Krupa Market,
Mahboob Mansion, Gach Malakpet
Hyderabad-500036, T.S.

Cell: 8328014275
Authorized Signature

INWARD	
Inward No: 16742	Dt: 5/8/21
MRN No: 94885	Dt: 7/8/21
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:
Stores Manager





International Business Channels

Sundar Motors
Shop 34 Krupa Market
Tadun
Hyderabad, 500064, Telangana
9989189680ibc@ibcind.com

Po No 79052

TAX INVOICE

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Invoice Date : 05/08/2021
Terms : Due on Receipt
Due Date : 05/08/2021

Place Of Supply : Telangana (36)
GSTIN : 36ADWFS2051C1Z0

Bill To

SUMMIT SALES LLP

5-4-187/3&4, II ND FLOOR, MG ROAD, SECUNDERABAD
HYDERABAD
500003 Telangana
India
GSTIN: 36ACQFS2044C1Z7
7842576955

Ship To

5-4-187/3&4, II ND FLOOR, MG ROAD, SECUNDERABAD
HYDERABAD
500003 Telangana
India

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SUNDAR MOTORS

Shop. No: 34, Sri Krupa Market,
Mahboob Mansion, Ganga Malakpet
Hyderabad-500036, T.S.
Cell: 8328014275
Authorized Signature

INWARD	
Inward No: 16742	Dt: 5/8/21
MRN No: 94835	Dt: 7/8/21
Received By:	Sign: <i>[Signature]</i>
SUMMIT SALES LLP	

Certified by:
<i>[Signature]</i>
Stores Manager



Purchase Order



79052

26.07.21 11:52:28

Page(s) 1 Of 1

27-07-2021 2:33:22 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

Sundar Motors
Gunj, Malakpet, Hyderabad, Telangana.

Doc No	79052	168858
Doc Date	27-07-2021	
Quote No	NIL	
Quote Date	27-07-2021	
SupplyType	Supply	

9014828030

Kind Attn : Mr. Wasim

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 6180 - Miscellaneous - Electric Bike - NA - Nos RIO-LITHIUM	1.00	59,000.00	0.00	0.00	59,000.00
Total Order Value . . .					59,000.00

Rupees : Fifty Nine Thousand Only.

Terms and Conditions :-

Specification / Brand Above item 'Ampere' brand, REO Lithium model, LI-ION battery 4-5HRS charging time, Speed-30 km/hr, Range-60kms.

Payment Terms Rs. 59,000/- as advance

Tax All taxes included in above price.

Delivery Date Next Day.

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil

Transportation Cost Nil

Warranty 2yrs Wnty on Moped and battery.

Advance Paid Rs. 59,000/- to be pay Through Cheque Dt---

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for site use work purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks Delivery at SLLP.

For MDs APPROVAL

- ☒ High Value/quantity beyond limits.
- ☒ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☐ Replenishing SLLP stock
- ☐ Other

For **Summit Sales LLP**

Authorised Signatory

Name : 27/07/2021

Accepted the above Terms And Conditions

For **Sundar Motors**

Name : _____

Date : __/__/__

1508

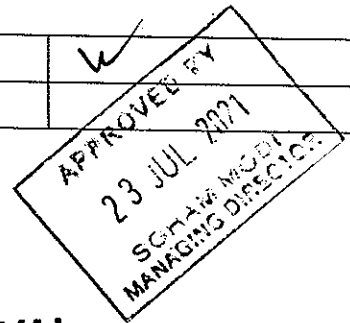
Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		23-07-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		13:15	
Supplier				Req. No.		168858	
Material required before date:				ID No.		67811	
S. No	Description	Size	Quantity	Units	Inward No	Date	
1	Electric Bike	—	01	Nos			
Remarks: For Kavitha & Bhavani Transportation Purpose							
Prepared By		Bhavani					
Sign. & Date		23-07-2021		Sign. & Date			

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

23/07/21

23/07/2021



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- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☐ Replenishing SSSLP stock
- ☒ Other