

PURCHASE DIVISION
Advice for approval for credit to supplier

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Date: 24/8/21		Prepared by: ME MENDRA	
PO/WO no. 79630		PO / WO Date. 12/8/21	
Supplier Name Sri Am Be Electrical		PO/WO amount 22,184/-	
Firm/Company SSLCP		Project SHUP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	584	19/8/21	22,184/-
2			
3			
4			
Amount A - Bills total(Excluding Transport & Hamali Charges): 22,184/-			
Sl. No.	DC No.	DC. Date	MRN No.
1.	584	19/8/21	95334
2.			
3.			
DC matches MRN ☒ Yes ☐ No ☐ Yes ☐ No ☐ 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: 22,184/-			
Amount F - Difference (A - E): GST-18% 22,184/-			
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		30/8/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	APPROVED MD
Sign:			24 AUG 2021
Date			MANISH PARIKH MANAGER PROCUREMENT

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/-

Purchase Order

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12-08-2021 1:54:08 PM

79630
12.08.21 2:06:05

From Company : **Summit Sales LLP**
5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

Sri Ambe Electricals
Plot no-97, Sri Sai Oxford Terrace R.P.Road, Secunderabad-500003

GSTIN 36

7702963535

7702963535

Doc No	79630	168922
Doc Date	12-08-2021	
Quote No	Nil	
Quote Date	12-08-2021	
SupplyType	Supply	

Kind Attn : Hari Prasad/ Subba Reddy

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4547 - Electrical - other - Distribution Board - 3 Phase - nos 6 w	10.00	1,560.00	0.00	18.00	18,408.00
2 4548 - Electrical - other - Distribution Board - Single Phase - nos 2 w	10.00	320.00	0.00	18.00	3,776.00
Total Order Value . . .					22,184.00

Rupees : Twenty Two Thousand One Hundred Eighty Four Only.

Terms and Conditions :-

Specification /	All items shall be of 'ABB' brand, Classiq series.
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	Transport cost shall be borne by us.
Warranty	10 years warranty.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Payment as per actual receipt of material. Above order for Stock purpose.
Completion Date	Nil
Measurement	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Name : _____

13/08/2021

Accepted the above Terms And Conditions

For **Sri Ambe Electricals**

Name : _____

Date : __/__/__

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Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		10-08-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		12:00PM	
Supplier				Req. No.		168922	
Material required before date:				ID No.		68381	
S. No	Description	Size	Quantity	Units	Inward No	Date	
1	MCB	16amps	48	Nos			
2	MCB	6amps	96	Nos			
3	4 Pole Isolater	40amps	12	Nos			
4	Module Plate	8way	95	Nos			
5	Module Plate	6way	120	Nos			
6	Socket	6amps	300	Nos			
7	Switch	16amps	100	Nos			
8	Fan Dimmer		48	Nos			
9	Blank Plate		900	Nos			
10	DB 3 Phase	6 way	10	Nos			
11	DB Single Phase- ABB		10	Nos			
12	Surface Mounted Tube Light	2'	20	Nos			
13	Surface Mounted Tube Light	4'	20	Nos			

Remarks: For Stock Maintenance Purpose

Prepared By	Bhavani		APPROVED BY 11 AUG 2021 SOHAM MODI MANAGING DIRECTOR
Sign. & Date	10-08-2021	Sign. & Date	

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