## PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 4/9/21 | Prepared by: | Hemendra |
| PO/WO no. | 78372 | PO / WO Date. | 6/7/21 |
| Supplier Name | Shubham Enterprises | PO/WO amount | 63,335/- |
| Firm/Company | SSLLP | Project | SSLLP |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 196 | 1/9/21 | 3,304/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 3,304/- |

| Sl. No. | DC .No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 196 | 1/9/21 | 95875 | ☑ 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: | 3,304/- |
| Amount E – PO / WO valuc: | 63,335/- |
| Amount F – Difference (A – E): GST-18% | 60,031/- |

| | |
|---|---|
| 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 | 1/9/21 |
| Remarks: | Final Bill |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | | | | | | | |
| Date | | | | | | | |

APPROVED
04 SEP 2021
MINISH 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

 06-07-2021 1:23:12 PM

78372
06.07.21 4:40:58

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

**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** | 78372 | 168790 |
| **Doc Date** | 06-07-2021 | |
| **Quote No** | Nil | |
| **Quote Date** | 06-07-2021 | |
| **SupplyType** | Supply | |

**Kind Attn : Viral.**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm - nos | 400.00 | 126.87 | 32.00 | 18.00 | 40,720.20 |
| 2 | 4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos | 100.00 | 100.50 | 32.00 | 18.00 | 8,064.12 |
| 3 | 4500 - Electrical - conducting - PVC bend - other - nos | 500.00 | 12.43 | 32.00 | 18.00 | 4,986.92 |
| 4 | 4585 - Electrical - other - Insulation tape - NA - nos | 500.00 | 9.00 | 0.00 | 18.00 | 5,310.00 |
| 5 | 4616 - Electrical - other - Metal box - 6way - nos 70 | 100.00 | 40.00 | 0.00 | 18.00 | 4,720.00 |
| 6 | 4801 - Electrical - conducting - PVC round cover - 6 In - Nos | 100.00 | 8.00 | 0.00 | 18.00 | 944.00 |
| 7 | 4803 - Electrical - conducting - PVC Round Cover - 3 In - nos | 100.00 | 5.00 | 0.00 | 18.00 | 590.00 |
| | | | | | **Total Order Value . . .** | **65,335.23** |

Rupees : Sixty Five Thousand Three Hundred Thirty Five and Paise Twenty Three Only.

Bill 987 6/7/21 = 62,029/-
Bal (3,306/- 3,306/- - Bill 196 19/7
Closed

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | As per details given in the quotation. |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | GST included in above price. |
| **Delivery Date** | Next day |
| **Delivery Location** | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra |
| **Penality For Delay** | Nil |
| **Transportation** | Included in the above price. |
| **Warranty** | Nil |
| **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. Order for Stock purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |

For *Summit Sales LLP*

Authorised Signatory

Name : 08/07/2021

Accepted the above Terms And Conditions

For *Shubham Enterprises*

Name : ____________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | SUMMIT SALES LLP | Date: | 03-07-2021 |
| Site & Phase : | SUMMIT HOUSING LLP | Time: | 13:18 |
| Supplier | | Req. No. | 168790 |
| Material required before date: | | ID No. | 67282 |

| S. No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Pipe | 1"1.5mm | 400 | Nos | | |
| 2 | Pipe | 1"1.2mm | 100 | Nos | | |
| 3 | Bends | 1.5mm | 500 | Nos | | |
| 4 | Insulation Tapes 78372 | | 500 | Nos | | |
| 5 | Metal Box | 6 way | 100 | Nos | | |
| 6 | PVC round covers | 6" | 100 | Nos | | |
| 7 | PVC round covers | 3" | 100 | Nos | | |

Remarks:For Stock Maintenance Purpose

| | | | |
|---|---|---|---|
| Prepared By | BHAVANI | | APPROVED BY |
| Sign.& Date | 03-07-2021 | Sign. & Date | 05 JUL 2021 SOHAM MODI MANAGING DIRECTOR |

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

GSTIN : 36AELFS6374J1ZC

**TAX INVOICE**

# SHUBHAM ENTERPRISES

Ph : (O) : 66318150
: 66568150
: 66568151

# 5-2-282/301, 3rd Floor, Mahavir Complex, Hyderbasti, R.P. Road, Secunderabad-500 003. T.S.
E-mail : shubhamentp1999@yahoo.co.uk

**Invoice No. :** SE/21-22/196 **Date :** 1-Sep-21 P.O. No. : 78372 // 168790 Date : 6-Jul-21

Reverse Charge (Y/N) : No D.C. No. : Date :

State : Telangana State Code : 36 Vehicle No. : E-Way Bill No. :

| Bill to Party : | Ship to Party : |
|---|---|
| SUMMIT SALES LLP<br>5-4-187 / 3& 4, II ND FLOOR,<br>MG ROAD , SECUNDERABAD - 500003<br>SECUNDERABAD<br>State: Telangana(36)<br>GSTIN No.: 36ACQFS2044C1Z7 | SUMMIT SALES LLP<br>5-4-187 / 3& 4, II ND FLOOR,<br>MG ROAD , SECUNDERABAD - 500003<br>SECUNDERABAD<br>State: Telangana(36)<br>GSTIN No.: 36ACQFS2044C1Z7 |

| | DESCRIPTION | HSN CODE | QUANTITY | RATE Rs. Ps. | AMOUNT Rs. Ps. |
|---|---|---|---|---|---|
| 1 | 6M METAL BOX | 85381010 | 70.00 NOS. | 40.00 | 2,800.00 |
| | | | | | 2,800.00 |
| | CGST TAX 9 % | | | | 252.00 |
| | SGST TAX 9% | | | | 252.00 |
| | | | | | 3,304.00 |

Certified by:

Stores Manager

INWARD

| Inward No: 16903 | Dt: 2/9/21 |
|---|---|
| MRN No: 95875 | Dt: 3/9/21 |
| Received By: | Sign: |

SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 84092 Date: 3/9 Sign:

Indian Rupees Three Thousand Three Hundred Four Only
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