PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	4/9/21	Prepared by:	[illegible]
PO/WO no.	79722	PO / WO Date.	17/8/21
Supplier Name	VeeraBhadra Entp.	PO/WO amount	18,527/-
Firm/Company	SSLLP	Project	SLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	362	20/8/21	18,668/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges):				18,668/-
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	362	20/8/21	95839	☑ Yes ☐ No
2.			95563	☑ 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:				18,668/-
Amount E – PO / WO value:				18,527/-
Amount F – Difference (A – E): GST-18%				141/-

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	10/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	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/-

PO-29722

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 :
GSTIN No : 36ACQFS2044C127
State : T.S State Code : 36

Invoice No. : 362
Invoice Date : 20/8/2021
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%	Taxable Value 18%	Taxable Value 12% - 0%
1)	Acid		60 Bot	15/-		900=00	
2)	Soft Brooms		50 nos	68/-			3400=00
3)	Yellow cloth		120 nos	15/-	1800=00		
4)	Harpic 600ml		24 Bot	89/-		2136=00	
5)	mop cloth		120 nos	15/-	1800=00		
6)	mopstick		20 nos	120/-		2400=00	
7)	Scrench Phenile		20	40/-		800=00	
8)	Buble Top	10	20 nos	175/-		3500=00	

10
2/9/21

INWARD
Inward No: 16900 Dt: 2/9/21
MRN No: 95829 Dt: 2/9/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST
IN WARD
No: 84696
Date: 3/9
Sign:

Amount in words :

Certified by:
Stores Manager

	5%	18%	12% - 0%
Total Amount before Tax	3600=00	9736=00	
Add SGST	90=00	876=24	
Add CGST	90=00	876=24	
Add IGST			
Round Off		-0=48	
Total Amount after Tax	3780=00	11488=00	3400=00
Total Tax Amount		GRAND TOTAL	18668=00

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: 16861 Dt: 26/8/21
MRN No: 95563 Dt: 26/8/21
Received By: Sign:
SUMMIT SALES LLP

Certified that the particulars given above are true and correct
For Veerabhadra Enterprises
Authorised Signatory

Purchase Order

Orig

79722
12.08.21 2:08:30

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**	79722	168932
	Doc Date	17-08-2021	
	Quote No	Nil	
GSTIN 36AEMPG9276J1ZV	**Quote Date**	17-08-2021	
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	4000 - Consumables - Acid - NA - ltrs	60.00	15.00	0.00	18.00	1,062.00
2	4003 - Consumables - Bombay Broom - Big - nos	50.00	68.00	0.00	0.00	3,400.00
3	4008 - Consumables - Cleaning Cloth - other - nos *Yellow*	120.00	15.00	0.00	5.00	1,890.00
4	4035 - Consumables - Harpic - Cleaner - 500ml - nos	24.00	84.00	0.00	18.00	2,378.88
5	4040 - Consumables - Mopping Cloth - NA - nos *White*	120.00	15.00	0.00	5.00	1,890.00
6	4041 - Consumables - Mopping stick - NA - nos	20.00	120.00	0.00	18.00	2,832.00
7	4046 - Consumables - Phinyle - 1Ltr - nos	20.00	40.00	0.00	18.00	944.00
8	4004 - Consumables - Bottle - NA - nos *20ltrs*	20.00	175.00	0.00	18.00	4,130.00
					Total Order Value . . .	**18,526.88**

Rupees : Eighteen Thousand Five Hundred Twenty Six and Paise Eighty Eight Only.

Terms and Conditions :-

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, Harnendra
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

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

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

Contact : -

Purchase Order

17-08-2021 11:47:31

Original / Office Copy / Purchase Div.Copy

Security Nil

Remarks

For ***Summit Sales LLP***

Authorised Signatory

Name : ______________________

Contact - -

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ______________________

Date : __/__/____

1123

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	13-08-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	12:00PM
Supplier		Req. No.	168932
Material required before date:		ID No.	68497

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Acid	1ltr	60	Nos		
2	Bombay Brooms	Big	50	Nos		
3	Coconut Brooms		100	Nos		
4	Sponges		500	Nos		
5	Bombay Brooms	Small	300	Nos		
6	Cleaning Cloth-Yellow		120	Nos		
7	Harpic	500ml	24	Nos		
8	Mopping Cloth		120	Nos		
9	Mopping Stick 79722		20	Nos		
10	Phinyle	1ltrs	20	Nos		
11	Water Bottles	20 ltrs	20	Nos		
12	Teflon Tapes		500	Nos		
13	Gova Rope		60	Bundles		
14	GI Bucket		48	Nos		
15	Spade With Handle		20	Nos		

Remarks:For Stock Maintenance Purpose

Prepared By	Bhavani		APPROVED BY 16 AUG 2021 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	13-08-2021	Sign. & Date	

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