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PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	16/9/21	Prepared by:	Harsha
PO/WO no.	80383	PO / WO Date.	7/9/21
Supplier Name	Veerabhadra Enttp.	PO/WO amount	16,203/-
Firm/Company	SSLLP	Project	Chup

Sl. No.	Bill No.	Bill Date	Bill amount
1	405	7/9/21	15,318/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			15,318/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	96462	☑ 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:	15,318/-
Amount E – PO / WO value:	16,203/-
Amount F – Difference (A – E): GST-18%	885/-

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	23/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 17 SEP 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date							

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/-

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 : Doc- no 80383-168992
GSTIN No : 36ACAFS2044C1Z7
State : T.S State Code : 36

Invoice No. : 405
Invoice Date : 7/9/20221
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)	Soft Broom		50 nos	68/-			3400=00
2)	wyper volvo		10 nos	80/-		800=00	
3)	cussion mat 2x4		5 nos	960/-		4800=00	
4)	Bleaching powder		5 bags	900/-		4500=00	

Amount in words :

Total Amount before Tax	10100=00	
Add SGST	909=00	
Add CGST	909=00	
Add IGST		
Round Off		
Total Amount after Tax	11918=00	3400=00
Total Tax Amount	GRAND TOTAL	15318=00

INWARD
Inward No: 1696 Dt: 15/9/21
MRN No: 96462 Dt: 16/9/21
Received By: Sign:
SUMMIT SALES LLP

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.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 84503
Date: 16/9
Sign:

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

80383
02.09.21 4:46:57 opy

 07-09-2021 12:44:11

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**	80383	168992
	Doc Date	07-09-2021	
	Quote No	Nil	
GSTIN 36AEMPG9276J1ZV	**Quote Date**	07-09-2021	
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	4003 - Consumables - Bombay Broom - Big - nos	50.00	68.00	0.00	0.00	3,400.00
2	4071 - Consumables - Wiper - Other - nos	10.00	80.00	0.00	18.00	944.00
3	4025 - Consumables - Door Mat - other - nos *2x4*	5.00	1,110.00	0.00	18.00	6,549.00
4	4067 - Consumables - Bleach powder - NA - kgs	5.00	900.00	0.00	18.00	5,310.00
					Total Order Value . . .	**16,203.00**

Rupees : Sixteen Thousand Two Hundred Three 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, Hamendra
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
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ____________

Date : __/__/____

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	04-09-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	12:00PM
Supplier		Req. No.	168992
Material required before date:		ID No.	69153

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Bombay Broom	Big	50	Nos		
2	Coconut Brooms		100	Nos		
3	Wiper		10	Nos		
4	Bombay Broom	Small	500	Nos		
5	Gunny Bags		500	Bags		
6	Grey Colour Door Mat	2x4	5	Nos		
7	Bleaching Powder	25kgs	5	Nos		

Remarks:For Stock Replenishing Purpose

Prepared By	Bhavani		
Sign.& Date	04-09-2021	Sign. & Date	APPROVED BY 06 SEP 2021 SOHAM MODI MANAGING DIRECTOR

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