

PURCHASE DIVISION
Advice for approval for credit to supplier

B M E 22/11

Date: 22/11/2021		Prepared by: N. Shrayya	
PO/WO no. 82349		PO / WO Date. 5/11/2021	
Supplier Name Veerabhadra enterprises		PO/WO amount 20,775/-	
Firm/Company Summit cakes UP		Project SSLP.	
Sl. No.	Bill No.	Bill Date	Bill amount
1	584	9/11/2021	20633/-
2			
3			
4			
Amount A - Bills total(Excluding Transport & Hamali Charges):			20633/-
Sl. No.	DC .No	DC. Date	MRN No.
1.			99205
			DC matches MRN
			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
Amount B -Other Credits : Transportation charges			
Amount C -Other Debits :			
Amount D (D=A+B-C) - Amount to be credited to the supplier:			20633/-
Amount E - PO / WO value:			20,775/-
Amount F - Difference (A - E): GST-18%			-142/-
Quantity received as per PO /WO		<input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input checked="" type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)	
Is difference between PO / Bill acceptable?		<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)	
Excess / short material received		<input checked="" type="checkbox"/> Approved - within acceptable limits <input type="checkbox"/> No (explained below)	
Close PO / W?O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No - wait for balance material <input type="checkbox"/> No (explained below)	
Advance paid / PDC given (deduct when paying)		<input type="checkbox"/> Yes - Rs. / <input checked="" type="checkbox"/> No	
Payment - due date		29/11/2021	
Remarks: Final Bill			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:	[Signature]		
Date	22/11/21	22/11	

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 : 27810914
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 : Maharoad,
82349/169156.
GSTIN No: 36ACAPF52044C227
State : TS State Code : 36

Invoice No. :
Invoice Date : 9/11/21
DC No. :
State : Telangana State Code : 36

Transportation Mode :

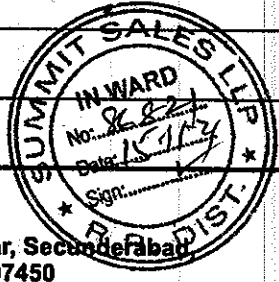
Vehicle Number :

Date of Supply :

S. No	Description of Goods	HSN Code	Qty.	Rate	Taxable Value		
					5%	18%	12% - 0%
1	Wipes ✓		30 ✓	80/-		2400.00	
2	Buzant ✓		10 ✓	220/-		2200.00	
3	Water bottles ✓		36m ✓	40/-		1440.00	
4	Bleach ✓		5x25y ✓	900/-		4500.00	
5	Mopping cloth ✓		120 ✓	15/-	1800.00		
6	Dust Pan ✓		12 ✓	20/-		240.00	
7	Scrubber ✓		24 ✓	10/-		240.00	
8	Colm. ✓		40 ✓	76/-		3040.00	
9	Person ✓		24 ✓	76/-		1824.00	

INWARD
Inward No: 17240 Dt: 10/11/21
MRN No: 99255 Dt: 10/11/21
Received By: _____ Sign: _____
SUMMIT SALES LLP

Amount in words :



Total Amount before Tax	1800.00	15884.00
Add SGST	45.00	1429.56
Add CGST	45.00	1429.56
Add IGST		
Round Off		-12
Total Amount after Tax	1890.00	18743.00
Total Tax Amount		GRAND TOTAL 20633.00

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.

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order



82349

30.10.21 11:22:45

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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.

GSTIN 36AEMPG9276J1ZV

040 - 66338850

9246269111

Doc No	82349	169156
Doc Date	05-11-2021	
Quote No	Nil	
Quote Date	05-11-2021	
SupplyType	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4071 - Consumables - Wiper - Other - nos	30.00	80.00	0.00	18.00	2,832.00
2 4006 - Consumables - Bucket - other - nos	10.00	220.00	0.00	18.00	2,596.00
3 4108 - Consumables - Water Bottle - NA - Nos	36.00	40.00	0.00	18.00	1,699.20
4 4067 - Consumables - Bleach powder - NA - kgs	5.00	900.00	0.00	18.00	5,310.00
5 4040 - Consumables - Mopping Cloth - NA - nos	120.00	15.00	0.00	5.00	1,890.00
6 4098 - Consumables - Dust pan - NA - nos	12.00	20.00	0.00	18.00	283.20
7 4055 - Consumables - Scrubber - NA - nos	24.00	15.00	0.00	18.00	424.80
8 4014 - Consumables - Colin - 500ml - nos	40.00	76.00	0.00	18.00	3,587.20
9 4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	24.00	76.00	0.00	18.00	2,152.32
Total Order Value . . .					20,774.72
Rupees : Twenty Thousand Seven Hundred Seventy Four and Paise Seventy Two 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
Penalty For Delay Nil
Transportation Transport cost shall be borne by us.
Warranty Nil
Advance Paid Nil

For **Summit Sales LLP**

Authorised Signatory

Name : 

Name : _____

Date : ___/___/___

Accepted the above Terms And Conditions

For **Veerabhadra Enterprises**

Purchase Order

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Original / Office Copy / Purchase Div.Copy

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above order for Stock maintain

Completion Date

Nil

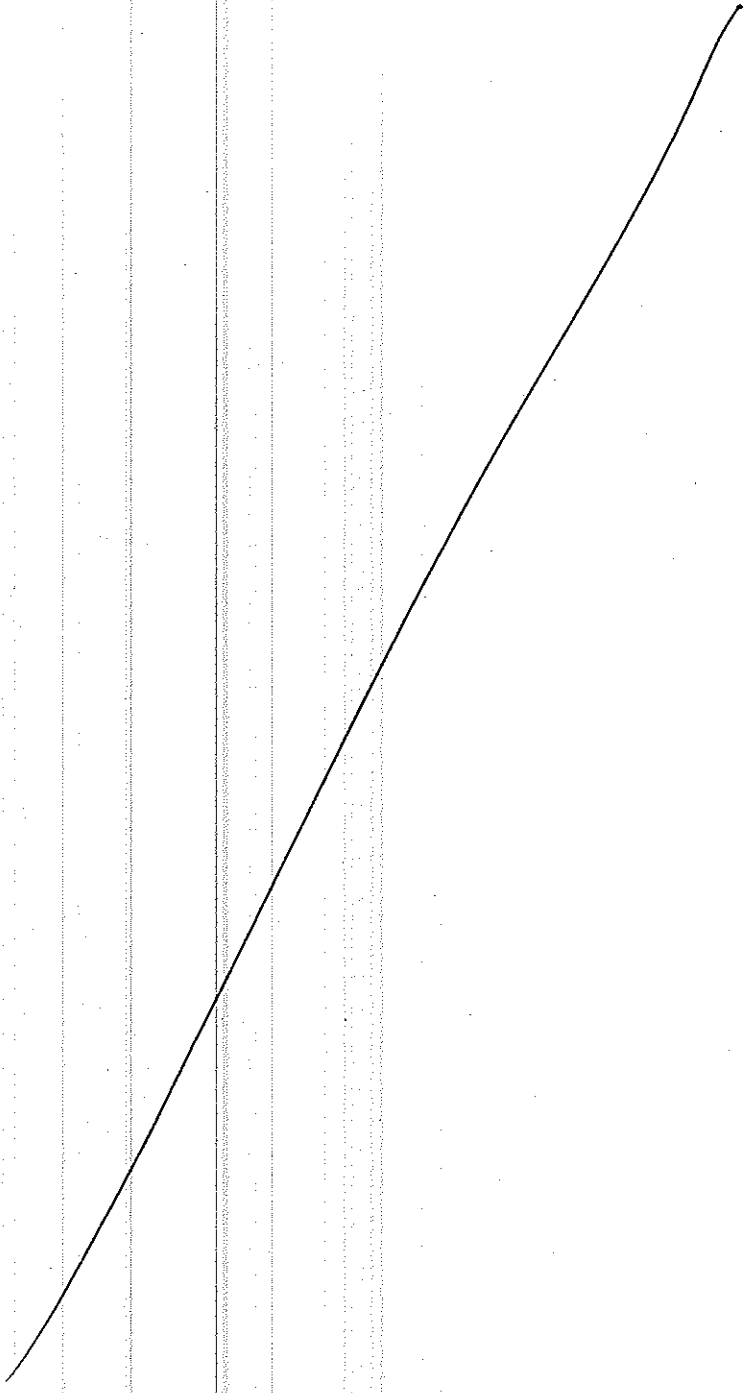
Measurement

Nil

Security

Nil

Remarks



For **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Veerabhadra Enterprises**

Name : _____

Date : / /

Requisition Form

14/10

Company Name:	SUMMIT SALES LLP	Date:	29-10-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169156
Material required before date:		ID No.	70826

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Coconut Brooms 82348		300	Nos		
2	Wiper		30	Nos		
3	Bombay Broom	Small	200	Nos		
4	PVC Bucket		10	Nos		
5	Gunny Bags 82347		2000	Nos		
6	Water Bottles		36	Nos		
7	Bleaching Powder		5	Nos		
8	Mopping Cloth		120	Nos		
9	Dust Pan		12	Nos		
10	Scrubber		24	Nos		
11	Colin 82349	500ml	40	Nos		
12	Lizol	1ltr	24	Nos		

Remarks: For Stock Replenishing purpose

Prepared By	Bhavani	Sign. & Date
Sign. & Date	29-10-2021	

APPROVED BY

01 NOV 2021
SOHAM MODI
MANAGING DIRECTOR

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