

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|                                                                         |                  |                                                                                                                                                                           |                     |
|-------------------------------------------------------------------------|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Date: 24/12/24                                                          |                  | Prepared by: H. S. Ch                                                                                                                                                     |                     |
| PO/WO No. 83581                                                         |                  | PO / WO Date. 14/12/24                                                                                                                                                    |                     |
| Supplier Name: V. S. Rhoda Entp.                                        |                  | PO/WO amount: 10,077/-                                                                                                                                                    |                     |
| Firm/Company: S. S. 48                                                  |                  | Project: S. S. 48                                                                                                                                                         |                     |
| Sl. No.                                                                 | Bill No.         | Bill Date                                                                                                                                                                 | Bill amount         |
| 1                                                                       | 667              | 14/12/24                                                                                                                                                                  | 10,077/-            |
| 2                                                                       |                  |                                                                                                                                                                           |                     |
| 3                                                                       |                  |                                                                                                                                                                           |                     |
| 4                                                                       |                  |                                                                                                                                                                           |                     |
| Amount A - Bills total (Excluding Transport & Hamali Charges): 10,077/- |                  |                                                                                                                                                                           |                     |
| Sl. No.                                                                 | DC No.           | DC. Date                                                                                                                                                                  | MRN No.             |
| 1.                                                                      |                  |                                                                                                                                                                           | 100824              |
| 2.                                                                      |                  |                                                                                                                                                                           |                     |
| 3.                                                                      |                  |                                                                                                                                                                           |                     |
| Amount B - Other Credits: Transportation Charges                        |                  |                                                                                                                                                                           |                     |
| Amount C - Other Debits:                                                |                  |                                                                                                                                                                           |                     |
| Amount D (D=A+B-C) - Amount to be credited to the supplier: 10,077/-    |                  |                                                                                                                                                                           |                     |
| Amount E - PO / WO value: 10,077/-                                      |                  |                                                                                                                                                                           |                     |
| Amount F - Difference (A - E): GST-18%                                  |                  |                                                                                                                                                                           |                     |
| Quantity received as per PO / WO                                        |                  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below) |                     |
| Is difference between PO / Bill acceptable?                             |                  | <input checked="" 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 / WO                                                           |                  | <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                                                      |                  | 24/12/24                                                                                                                                                                  |                     |
| Remarks:                                                                |                  |                                                                                                                                                                           |                     |
| Approved by                                                             | Purchase Officer | Purchase Manager                                                                                                                                                          | Procurement Manager |
| Sign:                                                                   |                  |                                                                                                                                                                           | 20 DEC 2024         |
| Date                                                                    |                  |                                                                                                                                                                           | MINISH PARIKH       |

Notes: 1. In case amount to be credited to supplier and the bill value 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/-

Ph : 27810914  
Cell : 7989596166

D. No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003. | Email : [veerabhadra1930@gmail.com](mailto:veerabhadra1930@gmail.com)

Date of Supply :

[illegible]

Authorised Signatory

# Purchase Order

Page(s) 1 Of 1

14-12-2021 12:51:36



83581

09.12.21 3:17:43

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

|                   |            |        |
|-------------------|------------|--------|
| <b>Doc No</b>     | 83581      | 169261 |
| <b>Doc Date</b>   | 14-12-2021 |        |
| <b>Quote No</b>   | Nil        |        |
| <b>Quote Date</b> | 14-12-2021 |        |
| <b>SupplyType</b> | Supply     |        |

**Kind Attn : Mr. Venkatesh.**

Purchase Order for the Supply of following Items.

| Item Name                                                     | Qty   | Rate   | Dis% | GST   | Amount           |
|---------------------------------------------------------------|-------|--------|------|-------|------------------|
| 1 4022 - Consumables - Dettol - NA - nos<br>Santoor Hand wash | 48.00 | 80.00  | 0.00 | 18.00 | 4,531.20         |
| 2 4046 - Consumables - Phinyle - 1Ltr - nos                   | 40.00 | 40.00  | 0.00 | 18.00 | 1,888.00         |
| 3 4000 - Consumables - Acid - NA - ltrs                       | 60.00 | 15.00  | 0.00 | 18.00 | 1,062.00         |
| 4 4006 - Consumables - Bucket - other - nos                   | 10.00 | 220.00 | 0.00 | 18.00 | 2,596.00         |
| <b>Total Order Value . . .</b>                                |       |        |      |       | <b>10,077.20</b> |

Rupees : Ten Thousand Seventy Seven and Paise Twenty 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

**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** Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

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:        |           | 10-12-2021 |       |
|-----------------------------------------|--------------------|--------------------|----------|--------------|-----------|------------|-------|
| Site & Phase :                          |                    | SUMMIT HOUSING LLP |          | Time:        |           | 11:00PM    |       |
| Supplier                                |                    |                    |          | Req. No.     |           | 169261     |       |
| Material required before date:          |                    |                    |          |              | ID No.    |            | 72044 |
| S.No                                    | Description        | Size               | Quantity | Units        | Inward No | Date       |       |
| ✓ 1                                     | Santhhor Hand Wash |                    | 48       | Nos          |           |            |       |
| ✓ 2                                     | Phinyle 83581      | 1ltr               | 40       | Nos          |           |            |       |
| 3                                       | Sponges → 83582    |                    | 500      | Nos          |           |            |       |
| ✓ 4                                     | Acid               | 1ltr               | 60       | Nos          |           |            |       |
| ✓ 5                                     | Bombay Broom       | Small              | 200      | Nos          |           |            |       |
| ✓ 6                                     | Gunny Bags 83583   |                    | 1000     | Bags         |           |            |       |
| ✓ 7                                     | PVC Bucket         |                    | 10       | Nos          |           |            |       |
| Remarks: For Stock Replenishing Purpose |                    |                    |          |              |           |            |       |
| Prepared By                             |                    | Bhavani            |          |              |           |            |       |
| Sign. & Date                            |                    | 10-12-2021         |          | Sign. & Date |           |            |       |

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

