PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	20/12/21	Prepared by:	Heda
PO/WO no.	83484	PO / WO Date.	10/12/21
Supplier Name	Shubham Entp.	PO/WO amount	2,124/-
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1530	16/12/21	2,124/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,124/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	100838	☐ 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:	2,124/-
Amount E – PO / WO value:	2,124/-
Amount F – Difference (A – E): GST-18%	—
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 / WO	☐ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs.____ ☐ No
Payment – due date	24/12/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

APPROVED
20 DEC 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/-

GSTIN : 36AELFS6374J1ZC

TAX INVOICE

SHUBHAM ENTERPRISES

Ph : (O) : 66318150
: 66568151
: 29308151

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/21-22/1530	**Date :** 16-Dec-21	P.O. No. : 83484/169237	Date : 16-Dec-21
Reverse Charge (Y/N) : **No**		D.C. No. : **MY MAIL**	Date : 16-Dec-21
State : Telangana	State Code : 36	Vehicle No. :	E-Way Bill No. :

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

DESCRIPTION	HSN CODE	QUANTITY	RATE Rs. Ps.	AMOUNT Rs. Ps.
1 XA -BLADE DOUBLE	82029990	200.00 NOS.	9.00	1,800.00
				1,800.00
CGST TAX 9 %				162.00
SGST TAX 9%				162.00
				2,124.00

INWARD
Inward No: 17381 Dt: 16/12/21
MRN No: 100738 Dt: 16/12/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
INWARD
No: 88622
Date: 19/12
Sign:
R.R. DIST.

Indian Rupees Two Thousand One Hundred Twenty Four Only

Despatched Through :

Destination :

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**

Purchase Order

 10-12-2021 1:17:35 PM Orig

83484
09.12.21 3:16:08

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	**Doc No**	83484	169237
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003	**Doc Date**	10-12-2021	
	Quote No	NIL	
GSTIN 36AELFS6374J1ZC 6656-8151..	**Quote Date**	04-12-2021	
040-66318150/23468151 9849153774	**SupplyType**	Supply	

Kind Attn : Viral.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9537 - Tools - Hacksaw blade - double - nos	200.00	9.00	0.00	18.00	2,124.00
					Total Order Value . . .	**2,124.00**

Rupees : Two Thousand One Hundred Twenty Four Only.

Terms and Conditions :-

Specification /	All items shall be of Sudhkhar brand
Payment Terms	After Delivery & Production of bill
Tax	GST included in above price.
Delivery Date	Next day
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad 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 replenishing 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	04-12-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	15:00PM
Supplier		Req. No.	169237
Material required before date:		ID No.	71874

S.No	Description	Size	Quantity	Units	Inward No	Date
1	Recron 83488.		800	Nos		
2	PVC Drums 83489.		5	Nos		
3	Spacers all in one		5000	Nos		
4	Plastic Blue Sheet	12x18	4320	sft		
5	Blue Sheet	24x18	8640	sft		
6	Spade with Handle		40	Nos		
7	Helmets Staff & Visitors		50	Bags		
8	Hacksaw Blade 83484 ✓	Double	200	Nos		
9	Crow Bar		5	Nos		

Remarks:For Stock Replenishing Purpose

Prepared By	Bhavani		APPROVED BY
Sign.& Date	04-12-2021	Sign. & Date	06 DEC 2021

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

SOHAM MODI
MANAGING DIRECTOR