

1051



Advice for approval for credit to supplier

|                                                               |                      |                                                                                                                                                                           |                     |                                                                     |                             |            |                  |
|---------------------------------------------------------------|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------------------------------------------------------|-----------------------------|------------|------------------|
| Date:                                                         | 12/1/22              |                                                                                                                                                                           | Prepared by:        | He La                                                               |                             |            |                  |
| PO/WO no.                                                     | 84055                |                                                                                                                                                                           | PO / WO Date.       | 30/12/21                                                            |                             |            |                  |
| Supplier Name                                                 | Sri AmBe Electricals |                                                                                                                                                                           | PO/WO amount        | 33,630/-                                                            |                             |            |                  |
| Firm/Company                                                  | SS LLP               |                                                                                                                                                                           | Project             | Shur                                                                |                             |            |                  |
| Sl. No.                                                       | Bill No.             | Bill Date                                                                                                                                                                 | Bill amount         |                                                                     |                             |            |                  |
| 1                                                             | 1276                 | 11/12/22                                                                                                                                                                  | 33,630/-            |                                                                     |                             |            |                  |
| 2                                                             |                      |                                                                                                                                                                           |                     |                                                                     |                             |            |                  |
| 3                                                             |                      |                                                                                                                                                                           |                     |                                                                     |                             |            |                  |
| 4                                                             |                      |                                                                                                                                                                           |                     |                                                                     |                             |            |                  |
| Amount A – Bills total(Excluding Transport & Hamali Charges): |                      |                                                                                                                                                                           |                     | 33,630/-                                                            |                             |            |                  |
| Sl. No.                                                       | DC .No               | DC. Date                                                                                                                                                                  | MRN No.             | DC matches MRN                                                      |                             |            |                  |
| 1.                                                            |                      |                                                                                                                                                                           | 101884              | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                             |            |                  |
| 2.                                                            |                      |                                                                                                                                                                           |                     | <input type="checkbox"/> Yes <input type="checkbox"/> No            |                             |            |                  |
| 3.                                                            |                      |                                                                                                                                                                           |                     | <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:   |                      |                                                                                                                                                                           |                     | 33,630/-                                                            |                             |            |                  |
| Amount E – PO / WO value:                                     |                      |                                                                                                                                                                           |                     | 33,630/-                                                            |                             |            |                  |
| 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 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                                            |                      | 21/1/22                                                                                                                                                                   |                     |                                                                     |                             |            |                  |
| Remarks:                                                      |                      |                                                                                                                                                                           |                     |                                                                     |                             |            |                  |
| Approved by                                                   | Purchase Officer     | Purchase Manager                                                                                                                                                          | Procurement Manager | MD                                                                  | Accounts – receiver of bill | Accountant | Accounts Manager |
| Sign:                                                         |                      |                                                                                                                                                                           |                     |                                                                     |                             |            |                  |
| 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/-

(ORIGINAL FOR RECIPIENT)

| Sl No. | Description of Goods | HSN/SAC  | Quantity | Rate     | per | Disc. % | Amount        |
|--------|----------------------|----------|----------|----------|-----|---------|---------------|
| 1      | R-TPN06 WAY MD DB    | 85371000 | 10 nos   | 1,560.00 | nos |         | 15,600.00     |
| 2      | R-TPN04 WAY MD DB    | 85371000 | 10 nos   | 1,290.00 | nos |         | 12,900.00     |
|        |                      |          |          |          |     |         | 28,500.00     |
|        | CGST                 |          |          |          |     |         | 2,565.00      |
|        | SGST                 |          |          |          |     |         | 2,565.00      |
|        | Total                |          | 20 nos   |          |     |         | Rs. 33,630.00 |

E. & O.E

| HSN/SAC      | Taxable Value    | Central Tax |                 | State Tax |                 | Total Tax Amount |
|--------------|------------------|-------------|-----------------|-----------|-----------------|------------------|
|              |                  | Rate        | Amount          | Rate      | Amount          |                  |
| 85371000     | 28,500.00        | 9%          | 2,565.00        | 9%        | 2,565.00        | 5,130.00         |
| <b>Total</b> | <b>28,500.00</b> |             | <b>2,565.00</b> |           | <b>2,565.00</b> | <b>5,130.00</b>  |

| INWARD           |                                                                                           |
|------------------|-------------------------------------------------------------------------------------------|
| Inward No: 17498 | Dt: 2/6/22                                                                                |
| MRN No: 101884   | Dt: 2/6/22                                                                                |
| Received By:     | Sign:  |
| SUMMIT SALES LLP |                                                                                           |

Declaration

Bank Name : Yes Bank Ltd  
A/c No. : 009786900000484  
Branch & IFS Code : BEGUMPET & YESB0000097

(1) Goods once sold will be not returned.  
(2) Subject to Secunderabad jurisdiction

Authorised Signatory





## Purchase Order

Page(s) 1 Of 1

03-01-2022 2:58:36 PM



5:44:06

From Company : **Summit Sales LLP**  
5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.  
G S T No. : 36ACQFS2044C1Z7

| Supplier Details                                                  |            |            |        |
|-------------------------------------------------------------------|------------|------------|--------|
| Sri Ambe Electricals                                              | Doc No     | 84055      | 169289 |
| Plot no-97, Sri Sai Oxford Terrace R.P. Road, Secunderabad-500003 | Doc Date   | 30-12-2021 |        |
| GSTIN 36                                                          | Quote No   | NIL        |        |
| 7702963535                                                        | Quote Date | 23-12-2021 |        |
| 7702963535                                                        | SupplyType | Supply     |        |

Kind Attn : Hari Prasad/ Subba Reddy

Purchase Order for the Supply of following Items.

| Item Name                                                              | Qty   | Rate     | Dis% | GST   | Amount    |
|------------------------------------------------------------------------|-------|----------|------|-------|-----------|
| 1 4547 - Electrical - other - Distribution Board - 3 Phase - nos 6 Way | 10.00 | 1,560.00 | 0.00 | 18.00 | 18,408.00 |
| 2 4547 - Electrical - other - Distribution Board - 3 Phase - nos 4 way | 10.00 | 1,290.00 | 0.00 | 18.00 | 15,222.00 |
| Total Order Value . . .                                                |       |          |      |       | 33,630.00 |

Rupees : Thirty Three Thousand Six Hundred Thirty Only.

### Terms and Conditions :-

|                   |                                                                                                                                                                                                                                              |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Specification /   | All items shall be of 'ABB' brand, Classiq series.                                                                                                                                                                                           |
| Payment Terms     | After Delivery & Production of bill                                                                                                                                                                                                          |
| Tax               | Inclusive of all taxes                                                                                                                                                                                                                       |
| Delivery Date     | Next Day.                                                                                                                                                                                                                                    |
| Delivery Location | Summit Housing LLP<br>Cherlapally, Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra                                                                                                                                      |
| Penalty For Delay | Nil                                                                                                                                                                                                                                          |
| Transportation    | Transport cost shall be borne by us.                                                                                                                                                                                                         |
| Warranty          | 10 years warranty.                                                                                                                                                                                                                           |
| 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. Above order for replenishing stock 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 **Sri Ambe Electricals**

Date : \_\_/\_\_/\_\_

**Requisition Form**

|                                |  |                    |  |          |  |            |  |
|--------------------------------|--|--------------------|--|----------|--|------------|--|
| Company Name:                  |  | SUMMIT SALES LLP   |  | Date:    |  | 23-12-2021 |  |
| Site & Phase :                 |  | SUMMIT HOUSING LLP |  | Time:    |  | 11:00PM    |  |
| Supplier                       |  |                    |  | Req. No. |  | 169289     |  |
| Material required before date: |  |                    |  | ID No.   |  | 72430      |  |

| S.No | Description                | Size   | Quantity | Units | Inward No | Date |
|------|----------------------------|--------|----------|-------|-----------|------|
| 1    | MCB                        | 10amps | 48       | Nos   |           |      |
| 2    | 4 Pole Isolater            | 40amps | 36       | Nos   |           |      |
| 3    | Module Plate               | 8way   | 95       | Nos   |           |      |
| 4    | Module Plate <i>84054</i>  | 6way   | 120      | Nos   |           |      |
| 5    | Module Plate               | 2way   | 90       | Nos   |           |      |
| 6    | Switch                     | 6amps  | 600      | Nos   |           |      |
| 7    | Socket                     | 6amps  | 300      | Nos   |           |      |
| 8    | Switch                     | 16amps | 100      | Nos   |           |      |
| 9    | Socket                     | 16amps | 100      | Nos   |           |      |
| 10   | DB 3 phase <i>84055</i>    | 6way   | 10       | Nos   |           |      |
| 11   | DB 3phase                  | 4way   | 10       | Nos   |           |      |
| 12   | Surface Mounted Tube Light | 2'     | 20       | Nos   |           |      |
| 13   | Surface Mounted Tube Light | 4'     | 20       | Nos   |           |      |

|                                         |            |              |  |
|-----------------------------------------|------------|--------------|--|
| Remarks: For Stock Replenishing purpose |            |              |  |
| Prepared By                             | Vanajakshi |              |  |
| Sign. & Date                            | 23-12-2021 | Sign. & Date |  |

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

