PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/1/22	Prepared by	Harsha	Serial no.	--1705
Supplier name	SVR Telecom Services			HO inward no.	—
Firm/Company	SSLLP	Project	SHLLP	HO received date	—
PO/WO date	8/1/22	PO/WO No.	84320	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3335	18/1/22	90,000/-	☑ Yes □ No
2.			—	□ Yes □ No
3.			—	□ Yes □ No
4.			—	□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	90,000/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	102481	Proof of delivery matches MRN	☑ 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:	90,000/-
Amount E – PO / WO value:	90,000/-
Amount F – Difference (A – E):	—
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	Paid cheque 90,000/-
Remarks:	—

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Harsha				
Sign:	[signature]	22 JAN 2022			
Date	21/1/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
MINISH PARIKH
MANAGER PROCUREMENT

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

TAX-INVOICE

SVR TELECOM SERVICES

2-1-392/1/3/8, Tilaknagar, Nallakunta, Hyderabad – 500044
Phone No. 9848294384
GSTN:36ADIPV3204E1ZP

Customer	**Summit Sales LLP**	SALES PERSON	- -
Address	5-4-187/3&4, 2nd Floor, M G Road, Secunderabad	Invoice No	SI-3335
GST NO	**36ACQFS2044C1Z7**	Invoice Date	18/01/2022

Sl. No	DESCRIPTION OF GOODS	HSN CODE	Rate	Qty. Units	Gross Amount	Amount
01	MI CC CAMERA 360	85258900	3,000.00	30	2,542.40	76,272.00

INWARD
Inward No: 17552 Dt: 19/01/22
MRN No: 02481 Dt: 20/01/22
Received By: Sign:
SUMMIT SALES LLP

Received the goods in good condition.

Signature :
Designation :

Total	76,272.00
CGST 9%	6,864.00
SGST 9%	6,864.00
Amount	**90,000.00**

SUMMIT SALES LLP INWARD No: 89925 Date: 21/01 Sign: R.R. DIST.

For : SVR TELECOM SERVICE

SVR TELECOM SERVICES Shop No.2-1-392/1/3/8 ... Road Nallakunta, Hyd.

Authorized Signatory

Terms & Conditions :

1. All Disputes are subject to Hyderabad Jurisdiction.
2. Warranty in respected any product shall be of the manufacturer in In accordance with their terms and conditions
3. Goods once sold will not be taken back or exchanged.

Purchase Order

 11-Jan-22 1:44:04 PM Or 84320

08.01.22 11:42:53

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

Supplier Details			
SVR Telecom Services shop 2-1-392/1/3/8, Thilaknagar Road, Nallakunta, Hyderabad.	**Doc No**	84320	169349
	Doc Date	08-01-2022	
	Quote No	Nil	
GSTIN 36AD1PV3204E1ZP	**Quote Date**	08-01-2022	
8801121212 8801121212	**SupplyType**	Supply	

Kind Attn : V. Raghavendar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5001 - Equipment - consumable durable - CCTV Camera - NA - nos *Mi*	30.00	2,542.40	0.00	18.00	90,000.96
				Total Order Value . . .		**90,000.96**

Rupees : Ninty Thousand and Paise Ninty Six Only.

Terms and Conditions :-

Specification / Brand	MI cc camera 360 degree
Payment Terms	100% Advance payment
Tax	GST included in the above prices
Delivery Date	With in a wek
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	One year
Advance Paid	Rs. 90,000-00, by cheque.........
Other Terms	We reserve the right to reject items not conforming to quality and specifications, damage is in suppliers account above order is for stock replanish 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 delivery/DC can be sent by email.'

For *Summit Sales LLP*

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***SVR Telecom Services***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	06-01-2022
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00 AM
Supplier		Req. No.	169349
Material required before date:		ID No.	72711

S.No	Description	Size	Quantity	Units	Inward No	Date
1	CC CAMERA	360 DEGREES	30	NOS		

Remarks:FOR STOCK PURPOSE			
Prepared By	Vanajakshi		
Sign.& Date	06-01-2022	Sign. & Date	

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

APPROVED
07 JAN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

APPROVED BY
10 JAN 2022
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

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

Supplier Details			
SVR Telecom Services	**Doc No**	84320	169349
shop 2-1-392/1/3/8, Thilaknagar Road, Nallakunta, Hyderabad.	**Doc Date**	08-01-2022	
	Quote No	Nil	
GSTIN 36AD1PV3204E1ZP	**Quote Date**	08-01-2022	
8801121212 8801121212	**SupplyType**	Supply	

Kind Attn : V. Raghavendar

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APPROVED BY
10 JAN 2022
SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL
- [x] High Value/quantity beyond limits.
- [ ] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarification.
- [ ] Replenishing SSLLP stock
- [ ] Other

For *Summit Sales LLP*

Authorised Signatory

Name :

Contact

Accepted the above Terms And Conditions

For *SVR Telecom Services*

Name : ____________

Date : __/__/____