PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/2/22	Prepared by	Monica	Serial no.	2292
Supplier name	Veerabhadra Enterprises			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	1/2/22	PO/WO No.	85082	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	797	2/2/22	20,876	□ Yes □ No
2.				□ Yes □ No
3.			/	□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	20,876/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 103174 — 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:	20,876/-
Amount E – PO / WO value:	20,877/-
Amount F – Difference (A – E):	-1
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	14/2/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Monisha				
Sign:	Monisha	03 FEB 2022			
Date	3/2/22	MINISH PARIKH MANAGER PROCUREMENT			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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.

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 ~~[illegible]~~ LLP	Invoice No. : 797
Address : DOC-85082 - 169419	Invoice Date : 2/2/2022
GSTIN No : 36ACQFS2044C1Z7	DC No. :
State : T.S State Code : 36	State : Telangana State Code : 36

Transportation Mode : Vehicle Number : Date of Supply :

S. No	Description of Goods	HSN Code	Qty.	Rate	Taxable Value 5%	Taxable Value 18%	Taxable Value 12% - 0%
1)	Harpic 500ml		20 nos	84/-		1680=00	
2)	Phenyle.		40 Bot	40/-		1600=00	
3)	Vim Bar		24 nos	40/-		960=00	
4)	Dettol.		10 nos	161/-		1610=00	
5)	Bucket		10 nos	220/-		2200=00	
6)	water Bottel		60 nos	40/-		2400=00	
7)	mop cloth.		120 nos	15/-	1800=00		
8)	Air Freshner.		36 nos	40/-		1440=00	
9)	Scrubber.		24 nos	15/-		360=00	
10)	mop stic.		30 nos	120/-		3600=00	
11)	Dust Pan.		12 nos	20/-		240=00	

		5%	18%	12% - 0%
Amount in words	Total Amount before Tax	1800=00	16090=00	
	Add SGST	45=00	1448=10	
	Add CGST	45=00	1448=10	
	Add IGST			
	Round Off		-0=20	
	Total Amount after Tax	1890=00	18986=00	
	Total Tax Amount		GRAND TOTAL	20876=00

INWARD
Inward No: 17644 Dt: 3/2/22
MRN No: 10170 Dt:
Received By: 3 Sign:
103170
SUMMIT SALES LLP

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.

SUMMIT SALES LLP R.R. DIST.
INWARD No: 90473
Date: 3/2
Sign:

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 01-02-2022 15:59:46

85082
31.01.22 4:50:16

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	**Doc No**	85082	169419
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.	**Doc Date**	01-02-2022	
	Quote No	Nil	
GSTIN 36AEMPG9276J1ZV	**Quote Date**	01-02-2022	
040 - 66338850 9246269111	**SupplyType**	Supply	

Kind Attn : Mr. Venkatesh.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4035 - Consumables - Harpic - Cleaner - 500ml - nos	20.00	84.00	0.00	18.00	1,982.40
2	4046 - Consumables - Phinyle - 1Ltr - nos	40.00	40.00	0.00	18.00	1,888.00
3	4065 - Consumables - Vim bar - NA - nos	24.00	40.00	0.00	18.00	1,132.80
4	4022 - Consumables - Dettol - NA - nos *Liquid*	10.00	161.10	0.00	18.00	1,900.98
5	4006 - Consumables - Bucket - other - nos	10.00	220.00	0.00	18.00	2,596.00
6	4108 - Consumables - Water Bottle - NA - Nos	60.00	40.00	0.00	18.00	2,832.00
7	4040 - Consumables - Mopping Cloth - NA - nos *white*	120.00	15.00	0.00	5.00	1,890.00
8	4001 - Consumables - Air Freshner - NA - nos	36.00	40.00	0.00	18.00	1,699.20
9	4055 - Consumables - Scrubber - NA - nos	24.00	15.00	0.00	18.00	424.80
10	4041 - Consumables - Mopping stick - NA - nos	30.00	120.00	0.00	18.00	4,248.00
11	4098 - Consumables - Dust pan - NA - nos	12.00	20.00	0.00	18.00	283.20
					Total Order Value . . .	**20,877.38**

Rupees : Twenty Thousand Eight Hundred Seventy Seven and Paise Thirty Eight 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
Penality For Delay	Nil

For ***Summit Sales LLP***

Authorised Signatory

01/02/2022

Name : ________

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ________

Date : __/__/____

Purchase Order

 01-02-2022 15:59:46 Original / Office Copy / Purchase Div.Copy

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 : 01/02/2022

Accepted the above Terms And Conditions

For ***Veerabhadra Enterprises***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	28.01.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169419
Material required before date: 10.01.2022		ID No.	73425

No	Description	Size	Quantity	Units	Inward No	Date
1	Harpic cleaner	500ml	20	Nos		
2	phinyle	1liter	40	Nos		
3	vimbar		24	Nos		
4	Dettol liquid		10	Nos		
5	PVC Bucket 85082		10	Nos		
6	Water bottles		60	Nos		
7	Mopping cloth		120	Nos		
8	Odonil		36	Nos		
9	Scrubber		24	Nos		
10	Mopping Stick		30	Nos		
11	Dust Pan		12	Nos		
12	GI Buckets		48	Nos		
13	Coconut brooms		100	Nos		
14	Sponges		500	Nos		
15	Gova Rope		60	Bundle		

Remarks: For Stock Replenishing Purpose

Prepared By	N.Vanajakshi	Approved by	
Sign.& Date	28.01..2022	Sign. & Date	

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

APPROVED BY
31 JAN 2022
SOHAM MODI
MANAGING DIRECTOR

APPROVED BY
31 JAN 2022
SOHAM MODI
MANAGING DIRECTOR