PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/2/22	Prepared by	Moniche	Serial no.	2295
Supplier name	Veerabhadra Enterprise			HO inward no.	
Firm/Company	SSHLP	Project	SHLP	HO received date	
PO/WO date	29/1/22	PO/WO No.	84694	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	792	1/2/22	83901-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	83901-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 10316 7	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:	83901-
Amount E – PO / WO value:	83911-
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	MD	Accountant	Accounts Manager
Name:	Moniche				
Sign:	Moniche				
Date	3/2/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
03 FEB 2022
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.

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 LLP
Address : DUL - 84694 - 169368

GSTIN No : 36ACAFS2046C1Z7
State : T.S State Code : 36

Invoice No. : 792
Invoice Date : 1/2/2022
DC No. :
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)	Acid.		60 Box	15/-		900=0	
2)	Dettol Acid		10 Box	161/-		1610=0	
3)	Bucket Transparent		10 Nos	220/-		2200=0	
4)	Water Bottle		60 Nos	40/-		2400=0	

Amount in words :

Total Amount before Tax		7110=00	
Add SGST		639=90	
Add CGST		639=90	
Add IGST			
Round Off		+0=20	
Total Amount after Tax		8390=0	
Total Tax Amount		GRAND TOTAL	8390=0

INWARD
Inward No: 7646 Dt: 3/2/22
MRN No: 105167 Dt:
Received By: Sign:
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: 90472 Date: 3/2 Sign:

Certified that the particulars given above are true and correct

For Veerabhadra Enterprises

Authorised Signatory

Purchase Order

 31-01-2022 11:01:38

84694
08.01.22 11:50:04

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**	84694	169368
D.No. 3-2-188, Raja Mudaliar Street, Secunderabad - 500 003.	**Doc Date**	29-01-2022	
	Quote No	NIL	
GSTIN 36AEMPG9276J1ZV	**Quote Date**	13-01-2022	
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	4000 - Consumables - Acid - NA - ltrs	60.00	15.00	0.00	18.00	1,062.00
2	4022 - Consumables - Dettol - NA - nos *Dettol Liquid (1/2 ltrs)*	10.00	161.10	0.00	18.00	1,900.98
3	4006 - Consumables - Bucket - other - nos	10.00	220.00	0.00	18.00	2,596.00
4	4066 - Consumables - Water bottle - NA - nos	60.00	40.00	0.00	18.00	2,832.00
				Total Order Value . . .		**8,390.98**

Rupees : Eight Thousand Three Hundred Ninty and Paise Ninty 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
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

31/01/2022

Name : ____________________

Name : ____________________

Accepted the above Terms And Conditions

For *Veerabhadra Enterprises*

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	13.01.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169368
Material required before date:	10.01.2022	ID No.	~~73000~~ 72999

No	Description	Size	Quantity	Units	Inward No	Date
1	Acid	1ltr	60	Nos	84694	
2	Cocount brooms A		300	Nos		
3	Dettol liquid		10	Nos		
4	sponges		500	Nos		
5	Bombay brooms small		300	Nos	84696	
6	PVC bucket veer		10	Nos		
7	Water bottles		60	Nos		
8	Torch light -big - Refl		5	Nos	84697	

Remarks: For Stock Replenishing Purpose

Prepared By	N.Vanajakshi	Approved by	
Sign.& Date	13.01..2022	Sign. & Date	

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

APPROVED BY
17 JAN 2022
SOHAM MODI
MANAGING DIRECTOR