PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	4/02/22	Prepared by	Vanajakshi	Serial no.	2407
~~Supplier name~~	Shubam Enterprises			~~HO inward no.~~	
Firm/Company	SCLLP	Project	SHLLP	HO received date	
PO/WO date	20/01/22	PO/WO No.	84707	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	SE/21-22/2213	3/02/22	13,310/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	13,310/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	103226	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:	13,310/-
Amount E – PO / WO value:	130,401.33
Amount F – Difference (A – E):	117091.33
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	7/02/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	[signature]				
Date	4/02/22				
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 : 36AELFS6374J1ZC
PAN No. : AELFS6374J

TAX INVOICE

Ph : (O) : 66318150
: 66568151
: 29308151

SHUBHAM ENTERPRISES

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/21-22/2213 Date : 3-Feb-22 P.O. No. : 84707 // 169375 Date : 3-Feb-22

Reverse Charge (Y/N) : No D.C. No. : BY OWN Date : 3-Feb-22

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 HAVELLS 25 AMPS DP COS	85362030	12.00 NOS	940.00	11,280.00
				11,280.00
CGST TAX 9 %				1,015.20
SGST TAX 9%				1,015.20
ROUNDED				(-)0.40
				13,310.00

SUMMIT SALES LLP
R.R. DIST.
INWARD
No: 90563
Date: 4/2
Sign:

INWARD
Inward No: 17655 Dt: 4/2/22
MRN No: 103226 Dt: 4/2/22
Received By: Sign:
SUMMIT SALES LLP

Indian Rupees Thirteen Thousand Three Hundred Ten Only
Despatched Through :
Destination :

SUDHAKAR PIPES AND FITTINGS Honeywell THE POWER OF CONNECTED norisys® AKG Bharat M.S. Pipes HAVELLS MODI'S CASING 'N' CAPPING | CONDUIT PIPES TRUNKINGS | TAPES | FLEX FIT

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

 21-01-2022 3:54:59 PM Copy

84707
08.01.22 11:53:28

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**	84707	169375
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003	**Doc Date**	20-01-2022	
	Quote No	NIL	
GSTIN 36AELFS6374J1ZC 6656-8151..	**Quote Date**	17-01-2022	
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	3509 - Computers and Peripherals - Internet Cable - NA - mtrs *Cat 6 - cable*	305.00	20.50	0.00	18.00	7,377.95
2	4781 - Electrical - wires - A1 Service Wire - 3/20 - mts	540.00	11.00	0.00	18.00	7,009.20
3	4782 - Electrical - wires - A1 service Wire - 7/20 - mts	1,000.00	17.00	0.00	18.00	20,060.00
4	4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm - nos	200.00	151.65	50.00	18.00	17,894.70
5	4546 - Electrical - other - Deep Box - 25mm - nos	120.00	81.36	50.00	18.00	5,760.29
6	4564 - Electrical - other - Fan Box - 1 In - nos	50.00	23.00	0.00	18.00	1,357.00
7	4585 - Electrical - other - Insulation tape - NA - nos	540.00	9.00	0.00	18.00	5,734.80
8	4647 - Electrical - other - Spring wire - NA - mtrs	150.00	12.67	0.00	18.00	2,242.59
9	4617 - Electrical - other - Metal box - 8way - nos	30.00	46.00	0.00	18.00	1,628.40
10	4616 - Electrical - other - Metal box - 6way - nos	300.00	42.00	0.00	18.00	14,868.00
11	4613 - Electrical - other - Metal box - 2way - nos	100.00	22.00	0.00	18.00	2,596.00
12	4799 - Electrical - other - Change over - 25 Amps - nos *Havells*	12.00	940.00	0.00	18.00	13,310.40
13	4801 - Electrical - conducting - PVC round cover - 6 In - Nos	300.00	8.00	0.00	18.00	2,832.00
14	4803 - Electrical - conducting - PVC Round Cover - 3 In - nos	500.00	5.00	0.00	18.00	2,950.00
15	4780 - Electrical - conducting - PVC stripe connector - NA - nos	100.00	210.00	0.00	18.00	24,780.00
					Total Order Value . . .	**130,401.33**

Rupees : One Lakh(s) Thirty Thousand Four Hundred One and Paise Thirty Three Only.

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

APPROVED BY
22 JAN 2022
SOHAM MODI
MANAGING DIRECTOR

Part Bill
Bill No :- SE/21-22/2111
dt: 28/1/22
amount 1,02,226/-
Balamount receivable/-
Rs 2150
14,868/-

Terms and Conditions :-

For *Summit Sales LLP*
Authorised Signatory

Name : ______

Accepted the above Terms And Conditions
For *Shubham Enterprises*

Name : ______

Date : __/__/____

Purchase Order

Original / Office Copy / Purchase Div.Copy

 21-01-2022 3:54:59 PM

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	Prices shall remain fixed(Subject to change in GST) for a period of 4 months.

PART DELIVERY DETAILS			
S.no.	Bill no.	Bill Dt.	Amount
1.	2150	31/1/22	14,8687/-
2.			
3.			
4.			
5.			

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	17.01.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169375
Material required before date: 10.01.2022		ID No.	73072

No	Description	Size	Quantity	Units	Inward No	Date
1	Cat 6 cable- internet cable	305mtrs	1	Bundle		
2	A1 service wire	3/20	540	Mtrs		
3	A1 service wire	7/20	1000	Mtrs		
4	pipe	1"1.2mm	200	Nos		
5	Deep box	25mm	120	Nos		
6	Fan box	1"	50	Nos		
7	Insulation tapes 84707		540	Nos		
8	Metal box	8	30	Nos		
9	Metal box	6	300	Nos		
10	Metal box	2	100	Nos		
11	Spring wire		150	Nos		
12	String connectors ✓		100	Nos		
13	PVC round covers	6"	300	Nos		
14	PVC round covers	3"	500	Nos		
15	Change over switch	25amps	12	Nos		

Remarks: For Stock Replenishing Purpose

Prepared By	N.Vanajakshi	Approved by	APPROVED BY
Sign.& Date	17.01..2022	Sign. & Date	19 JAN 2022 SOHAM MODI MANAGING DIRECTOR

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