PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	7/2/22	Prepared by	Heda	Serial no.	2368
Supplier name	Shubham Enterprises			HO inward no.	
Firm/Company	SSUP	Project	SHUP	HO received date	
PO/WO date	25/1/22	PO/WO No.	84885	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2249	5/2/22	1,628/-	☑ Yes ☐ No
2.			–	☐ Yes ☐ No
3.			–	☐ Yes ☐ No
4.			–	☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,628/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 10 3317 — 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:	1,628/-
Amount E – PO / WO value:	1,77,464/-
Amount F – Difference (A – E):	1,75,836/-

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: Final Bill	

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Heda				
Sign:					
Date	7/2/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
07 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 : 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/21-22/2249 **Date :** 5-Feb-22 P.O. No. : 84885/169398 Date : 5-Feb-22

Reverse Charge (Y/N) : No D.C. No. : DELIVERED @ OFFICE Date : 5-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 8M METAL BOX	85381010	30.00 NOS.	46.00	1,380.00
				1,380.00
CGST TAX 9 %				124.20
SGST TAX 9%				124.20
ROUNDED				(-)0.40
				1,628.00

INWARD
Inward No: 17661 Dt: 5/2/22
MRN No: 10331? Dt: 5/2/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP IN WARD No: 90686 Date: 7/2 Sign: R.R. DIST.

SUMMIT SALES LLP IN WARD No: 90686 Date: 2/2 Sign: R.R. DIST.

9246364748

Indian Rupees One Thousand Six Hundred Twenty Eight Only
Despatched Through :
Destination :

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**

SHUBHAM ENTERPRISES SECBAD

Purchase Order

84885

08.01.22 12:01:48

 27-01-2022 4:25:20 PM

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**	84885	169399
5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003	**Doc Date**	25-01-2022	
	Quote No	NIL	
GSTIN 36AELFS6374J1ZC 6656-8151..	**Quote Date**	24-01-2022	
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	4782 - Electrical - wires - A1 service Wire - 7/20 - mts	1,000.00	17.00	0.00	18.00	20,060.00
2	4779 - Electrical - conducting - PVC Pipe - 1 In X 1.5 mm nos	600.00	191.46	50.00	18.00	67,776.84
3	4778 - Electrical - conducting - PVC Pipe - 1 In x 1.2 mm nos	400.00	151.65	50.00	18.00	35,789.40
4	4500 - Electrical - conducting - PVC bend - other - nos 1.5	1,000.00	18.76	50.00	18.00	11,068.40
5	4546 - Electrical - other - Deep Box - 25mm - nos	240.00	81.36	50.00	18.00	11,520.58
6	4777 - Electrical - conducting - Junction Box - 25mm - nos	180.00	59.02	50.00	18.00	6,267.92
7	4564 - Electrical - other - Fan Box - 1 In - nos	100.00	23.00	0.00	18.00	2,714.00
8	4617 - Electrical - other - Metal box - 8way - nos 90	120.00	46.00	0.00	18.00	6,513.60
9	4616 - Electrical - other - Metal box - 6way - nos	300.00	42.00	0.00	18.00	14,868.00
10	4553 - Electrical - other - Dummy - NA - nos	10.00	75.00	0.00	18.00	885.00
					Total Order Value . . .	**177,463.74**

Rupees : One Lakh(s) Seventy Seven Thousand Four Hundred Sixty Three and Paise Seventy Four Only.

Terms and Conditions :-

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.

For MDs APPROVAL

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

APPROVED BY
29 JAN 2022
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions
For *Shubham Enterprises*

Date : __/__/____

Purchase Order

 27-01-2022 4:25:20 PM Original / Office Copy / Purchase Div.Copy

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.	2182	2/2/22	1,75,833/-
2.	2249	5/2/22	1,628/-
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:	24.01.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169398
Material required before date:	10.01.2022	ID No.	732505

No	Description	Size	Quantity	Units	Inward No	Date
1	A1 service wire	7/20	1000	Mtrs		
2	Pipe	1"1.5mm	600	Nos		
3	Pipe	1"1.2mm	400	Nos		
3	Bends 84885	1.5mm	1000	Nos		
4	Deep box	25mm	240	Nos		
5	Junction box	25mm	180	Nos		
6	Fan box	1"	100	Nos		
7	Metal box	8	120	Nos		
8	Metal box	6	300	Nos		
9	Dummy box		10	Nos		

Remarks: For Stock Replenishing Purpose

APPROVED BY

Prepared By	N.Vanajakshi	Approved by	
Sign.& Date	24.01..2022	Sign. & Date	25 JAN 2022

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

SOHAM MODI
MANAGING DIRECTOR