

PURCHASE DIVISION
Advice for approval for credit to supplier

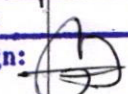
Date: 8/2/22		Prepared by: <i>Manish</i>		Serial no. 2563																															
Supplier name: Barcode Enterprise				HO inward no.																															
Firm/Company: SSKLP		Project: SHLP		HO received date																															
PO/WO date: 8/2/21		PO/WO No. 85255		Scan ID.																															
Sl no.	Bill no.	Bill date	Bill amount	Original attached																															
1.	606	3/2/22	18,880/-	☒ Yes ☐ No																															
2.				☐ Yes ☐ No																															
3.			/	☐ Yes ☐ No																															
4.				☐ Yes ☐ No																															
Amount A – Bills total (Excluding Transport & Hamali Charges):				18,880/-																															
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report																																			
MRN nos.:				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:				18,880/-																															
Amount E – PO / WO value:				18,880/-																															
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		14/2/22																																	
Remarks:																																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Approved by</td> <td>Purchase Officer</td> <td>Purchase Manager</td> <td>MD</td> <td>Accountant</td> <td>Accounts Manager</td> </tr> <tr> <td>Name:</td> <td><i>Manish</i></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sign:</td> <td><i>Manish</i></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Date</td> <td>8/2/22</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Approval limit</td> <td>Upto 20k</td> <td>Above 20k</td> <td>Above 100k</td> <td>Upto 20k</td> <td>Above 20k</td> </tr> </table>						Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager	Name:	<i>Manish</i>					Sign:	<i>Manish</i>					Date	8/2/22					Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager																														
Name:	<i>Manish</i>																																		
Sign:	<i>Manish</i>																																		
Date	8/2/22																																		
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.

TAX INVOICE

 Barcode Enterprises Reg:H.No:-13-1-131/2, Plot.no.26, Sagar Bhai Jewelry,opp Line, Tulja Nivas, Motinagar,Hyderabad Mobile: 810 66 89 372 GSTIN/UIN: 36BYQPP0197Q1ZC E-Mail:barcodeenterprisess@gmail.com	Invoice No.	Dated.
	GST/ 606	03-02-2022
	Delivery Note	Mode/Terms of payment
	Supplier's Ref.	Other Reference(s)
	Buyer's Order No.	Date
	Verbal	02-02-2022
	Despatch Doc. No.	Date
	Despatched thro.	Date

SI No.	Description of Goods	Quantity	Rate	Per	Amount
1.	Plain Label - Tamper Proof (synthetic) Size : 25x20mm - 4 Accross (5 Rolls x 5,000 No's) HSN CODE:39199010	5 Rolls	0.60 Ps Each Label	5,000 No's Each Roll	15,000.00
2.	Barcode Ribbon - Wax-Resin Size : 110mm x 70mtrs HSN CODE:96121090	5 Rolls	200.00 Each Roll		1,000.00
SGST@9% CGST@9%					
Total					18,880.00

INWARD	
Inward No: 762	Dt: 4/2/22
MRN No:	Dt:
Received By: Jamarjit	Sign: 
MODI PROPERTIES	

16,000.00
1,440.00
1,440.00

Amount Chargeable (in Words)

Indian Rupees : Eighteen thousand Eight hundred and Eighty Rupees only

HSN/SAC	Total Value	Central Tax		State Tax	
		Rate	Amount	Rate	Amount
	18,880.00	9%	1,440.00	9%	1,440.00
Total	18,880.00		1,440.00		1,440.00

Tax amount in words : Two thousand eight hundred and eighty Rupees only

Bank Details:- M/S.BARCODE ENTERPRISES

Bank Name : Union Bank of India

A/c.No.: 135511100001404

Branch : Rajeev Nagar

IFS Code : UBIN0813559

for Barcode Enterprises

Authorised Signatory



Requisition Form

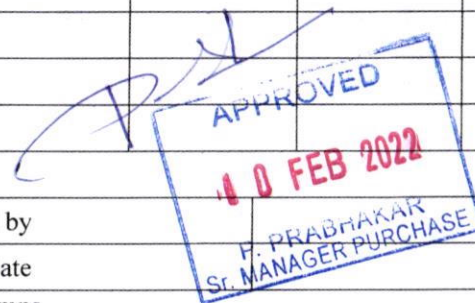
Company Name:		Summit Sales LLP		Date:		02-02-2022	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		183394	
Material required before date:					ID No.		

No	Description	Size	Quantity	Units	Inward No	Date
1	Label		5	No		
2	ribbon		5	No		
3						
4						
5	85255					
6						
7						
8						
9						
10						

Remarks: This is for Head Office

Prepared By	Suneel	Approved by
Sign.& Date	02-02-2022	Sign. & Date

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



Purchase Order

Page(s) 1 Of 1

08-02-2022 11:18:28

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



85255

31.01.22 4:53:34

Supplier Details

Barcode Enterprises
H.no.13-1-131/2 plot.no.26, Tulja Nivas, Moti Nagar Hyderabad

GSTIN 36BYQPP0197Q1ZC
8106689372

Doc No	85255	183394
Doc Date	08-02-2022	
Quote No	Nil	
Quote Date	08-02-2022	
SupplyType	Supply	

Kind Attn : Mr.Magendra Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6174 - Miscellaneous - labels - NA - Rolls 5000 each rolls	5.00	3,000.00	0.00	18.00	17,700.00
2 6175 - Miscellaneous - Ribbon - NA - Rolls Was Resion 5000 each rolls	5.00	200.00	0.00	18.00	1,180.00
Total Order Value . . .					18,880.00

Rupees : Eighteen Thousand Eight Hundred Eighty Only.

Terms and Conditions :-**Specification /** As per details given in the quotation.**Payment Terms** 100% as advance**Tax** Inclusive of all taxes**Delivery Date** Same Day

Delivery Location Head Office
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
Phone. 040-66335551

Penalty For Delay Nil**Transportation** Transport cost shall be borne by us.**Warranty** 1 yr**Advance Paid** Rs.18880/- vide cheq..... dtd..... of yes bank

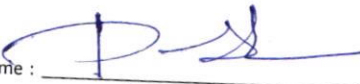
Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for Barcoding purpose

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 **Barcode Enterprises**

Name : _____

Date : __/__/__