

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 21/2/22		Prepared by: Henda		Serial no.: 2262	
Supplier name: Vyshnavi Enterprises		Project: MPPCL Ho		HO inward no.	
Firm/Company: SSCP		PO/WO date: 15/2/22		HO received date	
PO/WO No.: 15/2/22		Scan ID: 85574			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	172	16/2/22	3,120/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		3,120/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report		
MRN nos.: 103996	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:		3,120/-
Amount E – PO / WO value:		3,120/-
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	26/2/22	
Remarks:		

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Henda				
Sign:		21 FEB 2022			
Date	21/2/22				
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 weightment 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.

VYSHNAVI ENTERPRISES

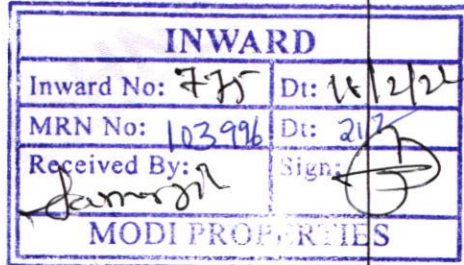
24-202,PLOT NO 3, MARUTHI NAGAR,
LOTHKUNTA, 36-TELANGANA
GSTIN : 36BRWPG4506K2ZB

Phone : 9948888493, 9652997755
E-Mail : infovyshnavienterprises@gmail.com

GST INVOICE

Details of Receiver(Billed to)	Details of Consignee (Shipped to)	Invoice No. : 172
Name: M/S SUMMIT SALES LLP COMMON EXPENSES Address: 5-4-187/3&4, 2ND FLOOR SOHAM MANSION, M.G.ROAD, SEC-BAD MOBILE NO: 9502166557 MAIL ID: GSTIN Number: 36ACQFS2044C1Z7	Address: MOBILE NO: MAIL ID: GSTIN Number:	Date : 16/02/2022 PO.No.: 85574 L.R.No.: Cases : 0 Transport :

S.	Product	HSN	Qty	Unit	Rate	SGST	CGST	Amount
1.	GEORGIA MILD COFFEE	21011200	4	KG	338.98	9.00	9.00	1355.92
2.	GEORGIA MASALA TEA	21012090	4	KG	322.03	9.00	9.00	1288.12



GST 2644.04*9+9%=237.96SGST+237.96CGST, THANKS CUSTOMER

SUB TOTAL 2644.04
SGST 9 % 237.96
CGST 9 % 237.96
Roundoff 0.04
CR/DR NOTE 0.00

Rs. Three Thousand One Hundred Twenty Only

GRAND TOTAL 3120.00

Terms & Conditions

PAYMENT MODE :
FRIGHT CHARGES :
MODE OF DISPATCH :



For VYSHNAVI ENTERPRISES

Authorised signatory

Purchase Order

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16-02-2022 12:17:08

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



85574

14.02.22 2:32:33

Supplier Details

Vyshnavi Enterprises
24-202, Plot no 303, Maruthi Nagar, Lothkunta, Telangana-36

GSTIN 36BRWPG4506K2ZB

9948888493

9652997755

Doc No	85574	183403
Doc Date	15-02-2022	
Quote No	Nil	
Quote Date	15-02-2022	
SupplyType	Supply	

Kind Attn : V. Srinivas

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4011 - Consumables - Coffee Powder - NA - kgs	4.00	339.00	0.00	18.00	1,600.08
2 4060 - Consumables - Tea Powder - NA - kgs Masala Tea	4.00	322.00	0.00	18.00	1,519.84
Total Order Value . . .					3,119.92

Rupees : Three Thousand One Hundred Nineteen and Paise Ninty Two Only.

Terms and Conditions :-**Specification /** All items shall be of 'Georgia' brand**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next 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** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for HO 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

Accepted the above Terms And Conditions

For **Vyshnavi Enterprises**

Name : _____

Name : _____

Date : ____/____/____

[illegible]

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