

ALTURAS SUPERMARKET CORPORATION
INTEROFFICE MEMO

TO: IAD

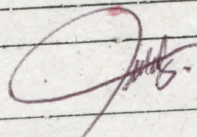
FROM: Jelalyn Paul

DATE: March 6, 2024

SUBJ: Credit Memo

Good day!
Wrong entry of quantity on item
821895.

Checked 720 box instead of
40 box. TSM - P45894 dated 9-28-23.
Thank you!



MISCONDUCT REPORT

DATE: March 6, 2024

TO: HRD

FROM: Jelalyn Paul

NAME OF ERRING EMPLOYEE: Ricardo Pilongo

DEPARTMENT ASSIGNED: Talibon Warehouse

INFRACTION: Negligence

DETAILS: Wrong entry of quantity on item
821895. He checked 720 box instead
of 40 box, refer TSM - P475894
dated 9-28-23

VIOLATION NO.:

OFFENSE NO.:



DEPARTMENT SUPERVISOR

INFINITY SPORTS INTERNATIONAL, INC. DELIVERY RECEIPT

No 40534

40534

Customer Name : ALTURAS SUPERMARKET CORPORATION
Address : Poblacion Talibon, Tagbilaran City
:
:
:
:
ALTURAS SUPERMARKET CORPORATION-TALIBON
:

Ship To : 2GO EXPRESS CENTER HYPER CY
Address : Lot 11 Manila Harbour Centre, Radial Road 10, Vitas, Tondo
:
S.O. No. : SO-23026723 PO #:
Date : 09/05/2023
Salesman : SUNNY Terms: 60 DAYS

QTY	UNIT	ARTICLE DESCRIPTION	UNIT PRICE	AMOUNT
300	PCS	NAT-621BK NATARAJ BALLPEN FINE BLACK 0.7 8901324 013726	4.75	1,425.00
150	PCS	NAT-621BL NATARAJ BALLPEN FINE BLUE 0.7 8901324 013696	4.75	712.50
150	PCS	NAT-621RD NATARAJ BALLPEN FINE RED 0.7 8901324 013757	4.75	712.50
20	BOX	NAT-20B NATARAJ ERASER NON DUST 20'S/BOX BIG 8901324 007-140.00	140.00	840.00
30	BOX	NAT-40B NATARAJ ERASER NON DUST 30'S/BOX SMALL 8901324 007-105.00	105.00	630.00
30	JARS	NAT-30J NATARAJ ERASER NON DUST 30'S/JAR BIG 8901324 007961 210.00	210.00	840.00
50	JARS	NAT-50J NATARAJ ERASER NON DUST 50'S/JAR SMALL 8901324 007954 175.00	175.00	700.00
5	BOX	NAT-HBS NATARAJ NEON PENCILS 12'S 8901324 040432 600.00	600.00	3,000.00
			50.00	

CHECK - FOR MANILA

RECEIVED IN: 1-10-23
Contents Not Check / Not Itemized
By: 1-10-23
DATE: 1-10-23
SIGNATURE:

Total Sales 8,860.00
Less:
Discount 1 5%
Discount 2 0%

NOTE: Sales invoice will be issued upon confirmation.

TOTAL AMOUNT DUE P 8,417.00

Received the above items in good order subject to terms and condition.

Prepared By: INV2
Authorized By:
Audited By:
No. of Cartons: 0

09/28/23

ASC Talibon Branch - SM

2nd Flr., Talibon Mega Market

Pob. Talibon, Bohol

BOHOL Talibon

Phone No.

Fax No.

Purchase - Receipt

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September 28, 2023

Shipment No. **TSM-P766607****ASC Talibon MM Warehouse**

Talibon, Bohol

No.	Description	Quantity	Unit of Measure	Conversion Factor
832563	NATARAJ NAT 621 FINE BALLPOINT PEN	300	PCS	1
832563	NATARAJ NAT 621 FINE BALLPOINT PEN	150	PCS	1
832563	NATARAJ NAT 621 FINE BALLPOINT PEN	150	PCS	1
827574	NATARAJ NON DUST ERASER BIG	6	BX20	20
821896	NATARAJ NON DUST ERASER SMALL	6	BX30	30
827574	NATARAJ NON DUST ERASER BIG	4	JAR	30
821896	NATARAJ NON DUST ERASER SMALL	4	JAR50	50
821895	NATARAJ COLORED PENCILS SHORT 12s	720	BOX	1

Pay-to Address

Pay-to Vendor No. S6766

INFINITY SPORTS INTERNATIONAL, INC.

Makati City, Metro Manila

Tel. # 02-898-2498

MANILA Manila

Encoded by:

Checked by:

Approved by:

MA. Anafie Orilla

Run Time 1:13:16 PM

Run Date 12/09/23

ASC Talibon Branch - SM

2nd Flr., Talibon Mega Market

Pob. Talibon, Bohol

BOHOL Talibon

Purchase - Invoice

PURCH. INVOICE #: TSM-P475894

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Vendor's Code S6766 INFINITY SPORTS INTERNATIO
Payment Terms 60DAYS
Place of Payment
Inv. Discount 0.00

RR # / Ref #: TSM-P766607 / 40534
Order No. SMGM00483438
Posting Date 09/28/23
Due Date 11/27/23

Item Code	Description	Size	Color	Qty.	Unit of Meas.	Direct Unit Cost	Gross Amount	Disc. %	Disc. Amount	Amount	Net Cost	Fa
832563	NATARAJ NAT 621 FINE BALLPOINT PEN VARIAN	NA	BLA	300	PCS	4.75	1,425.00		0.00	1,425.00	4.03	
832563	NATARAJ NAT 621 FINE BALLPOINT PEN VARIAN	NA	BLU	150	PCS	4.75	712.50		0.00	712.50	4.03	
832563	NATARAJ NAT 621 FINE BALLPOINT PEN VARIAN	NA	RED	150	PCS	4.75	712.50		0.00	712.50	4.03	
827574	NATARAJ NON DUST ERASER BIG			6	BX20	140.00	840.00		0.00	840.00	118.75	
821896	NATARAJ NON DUST ERASER SMALL			6	BX30	105.00	630.00		0.00	630.00	89.06	
827574	NATARAJ NON DUST ERASER BIG			4	JAR	210.00	840.00		0.00	840.00	178.13	
821896	NATARAJ NON DUST ERASER SMALL			4	JAR50	175.00	700.00		0.00	700.00	148.44	
821895	NATARAJ COLORED PENCILS SHORT 12s			720	BOX	4.17	3,000.00		0.00	3,000.00	3.53	

*** NOTHING FOLLOWS ***

Gross Amount 8,860.00 Inv. Discount Amount -443.00 12% VAT 901.82
Line Discount Amount 0.00 Total PHP Incl. VAT 8,417.00 Total PHP Excl. VAT 7,515.18
Running Discount 0%, 0%, 0%, 0%, 0%

Prepared by:

Checked by:

Approved by:

Merrin Pogy

Run Time: 5:46:00 PM

Run Date: 12/12/23