

Purchase Order

Purchase Order

PO Number: PO-20231110-001 Date: November 10, 2023

To: [Supplier Name/Company] [Supplier Address] [Supplier Contact]

From: [Your Company Name] [Your Company Address] [Your Contact Information]

Items to Purchase:

Product Name HSN Code Quantity Unit Price (■) Subtotal (■) GST Rate GST Amount (■) Total (■) :----- :----- :----- :-----
:----- :----- :----- :----- Leather Wallet 420231 20 499.00 9,980.00 18% 1,796.40 11,776.40 Samsung Galaxy M14 851712 25
12,999.00 324,975.00 18% 58,495.50 383,470.50 Total 334,955.00 60,291.90 395,246.90

Notes: * Please confirm availability and lead time. * Payment terms: [e.g., Net 30 days] * Delivery address: [Your Delivery Address]

Approved By:

[Your Name/Signature] [Your Title]

Generated by AI Assistant. Please verify all details.