

Order Processing Form

Sales Person: Babita

POT ID: POT35129

GOAPL OPF No. SP/B/531

OPF Date: 27.11.2018

Customer Name: ACC Limited

Galaxy Billing from (Location): Andheri

Purchase Order No. Mail confirmation

Purchase Date: 26.11.2018

Billing Address	Delivery Address
ACC Limited	ACC Limited
Cement House, 121,	Cement House, 121,
M K Road, Churchgate, Mumbai-400020	M K Road, Churchgate, Mumbai-400020
State :Mumbai	State :Mumbai
Contact Person: Ms Vidya	Contact Person: Ms Vidya
Tel # 33024210	Tel # 33024210
Email#	Email#
GSTN NO: 27AAACT1507C1ZX	GSTN NO: 27AAACT1507C1ZX
PAN NO:- AAACT1507C	PAN NO:- AAACT1507Cs
Customer Declaration Applicable :	Yes / No

SALES DETAILS:

Sr.	Description	Qty.	Unit Price INR	Total Price INR
1	ThinkPad 65W AC Adapter (slim tip) India for Lenovo X240/L440/X250/L450/X260/L460/ T470/X270Laptop Part No: 0A36264 HSN Code: 85043100	10	1,450.00	14,500.00
			Sub- Total	14,500.00
			CGST 9%	1,305.00
			SGST 9%	1,305.00
			IGST %	
			Freight	
			Grand Total	17,110.00

Dely. Req'd.	DtD.	SPC Required.	Prefered Vendor Name	Estimated Delivery Dt.	Mtrl. rcd. From Vendor Dt.	Installation Compl. Date

SPECIAL INSTRUCTIONS: Need 2 Invoice of 5 QTY each

PAYMENT TERMS: 30Days from the date of Invoice

SCOPE OF WORK: _____

***Required Cost sheet in excel format along with OPF.**

Order Processing Form

Purchase Department Use Only

Bill of Material

Sr.	Item 1		Item 2		Item 3	
	Description & Part No.	Qty.	Description & Part No.	Qty.	Description & Part No.	Qty.

****If required attach additional sheet***

S/N.	Challan No.	Challan Date	Invoice No.	Invoice Date
		/ /		/ /
		/ /		/ /
		/ /		/ /

Accounts Department Use Only