

**PURCHASE ORDER**

VENDOR CODE :141106  
 VENDOR NAME :KARTIK AGENCIES  
 45-42-14/A  
 VIZAG 530016  
 old post office  
 Akkayyapalem

PO Number :4508365072  
 PO Date :26.01.2024  
 Delivery Date :05.02.2024  
 PO Type :NB  
 PO Name :  
 Purchase Group :BE1  
 PO Currency :INR  
 Type :Flow Through PO

TEL :NA , VAT TIN: 37425870875  
 FAX :NA,CST:  
 GSTIN: 37AEWPC3376H1Z3  
 LST : EMAIL:kantha.rao@rpsg.in

**Header Text Information:**

S.No	Article No HSN/SAC	Description	EAN	Order Qty	MRP	SGST % (Amount)	CGST % (Amount)	GST CESS % (Amount)	ADVL CESS % (Amount)	Qty BUoM	Rate/ BUoM	Amount
10	1074209	ORG IND TULSI GRN 100g TEA TIN /F 09021090	80154107005	3.000 PC	265.00	2.50	2.50	0.00	0.00	3.000 PC	177.14	531.42
20	1074213	ORG IND TULSI GRN 25S TEA BAG BOX /F 09021090	607303279	2.000 PC	215.00	2.50	2.50	0.00	0.00	2.000 PC	152.86	305.72
30	1233822	ORG IND SWEeT ROSE 25s TEA BAG BOX /F 30049011	801541605002	2.000 PC	168.00	6.00	6.00	0.00	0.00	2.000 PC	111.60	223.20
40	1276090	ORG IND TULSIGRN EARLGRY 25S TEA BAG BOX /F 09021090	801541509256	5.000 PC	194.00	2.50	2.50	0.00	0.00	5.000 PC	137.46	687.30
<b>Total</b>											12.000	1,747.64
						51.50	51.50	0.00	0.00			

Freight: 0.00 GST: 103.00 OtherCharges:  
 Handling Charges: 0.00 Discount: 0.00 Other Taxes:  
 Total Value: 1,850.64

Delivery site: W034 GSTIN :37AAICR1034J1ZD  
 Delivery At:SPENCERS RETAIL LTD  
 M/s Varun Associates  
 Block-A  
 OPP. BHPV  
 VISHAKAPATNAM-530012  
 Invoice to be raised on GSTIN: 37AAICR1034J1ZD

**Item Text Information:**

**Buyer's Signature**

**Vendor's Signature**

**Declaration:**

1. Vendor should ensure that invoice margin matches the margin shown in this Purchase Order (PO). Product will be rejected if cost, GST/VAT and margin do not match with this PO.
2. Vendor to ensure not to include more than one PO in one invoice. If one invoice includes more than one PO, company shall be constrained to reject the Invoice. However, vendor may raise more than one invoice against one PO.
3. If the product attract GST/VAT, vendor to provide a GST/VAT compliant invoice with GSTIN/VAT number.
4. Vendor to revert within 24 hours for any changes required in this PO.
5. Vendor to send scanned copy of registration certificate of their organisation for registration under Micro, Small and Medium Enterprises Development Act, 2006 (MSMED) to email id "msmed.spencers@rp-sg.in" for updation of company records.
6. Vendor should ensure that the following information is captured in packaging/barcode of the material supplied:
  - a. Name and complete address of the Manufacturer/Packer (for any imported product: Name and complete address of the importer)
  - b. Common or generic names of the commodity (In case of more than one product: Name and number or quantity of products)
  - c. Net quantity for one product (For more than one product, Number of Quantity)
  - d. Date of Manufacture/Packaging/Imported: MM/YYYY
  - e. Maximum Retail Price (Inclusive of all taxes)
  - f. Customer care details: Name, address, telephone number, e-mail address to be mentioned
7. Vendor will be handed over one signed copy of the Goods Received Note at the time of delivery of goods to the Distribution Centre. If material is supplied directly to the Spencer's Store, a signed copy of the Goods Received Note will be handed over within 24 hours by the Store.
8. Vendor will be handed over one signed copy of the Non-returnable Gate Pass (NRGP)/Return GST invocie at the time of return of goods from the Distribution Centre. If material is returned directly from the Spencer's Store, a signed copy of the NRGp/Return GST invoice will be handed over within 24 hours by the Store.
9. Vendor is requested to preserve the signed copy of the Goods Received Note. In case of any dispute relating to delivery of goods, the signed copy of the Goods Received Note will be accepted as the only Proof of delivery by the Company
10. Any payment related issues/clarifications shall be mailed to email id : payment.solution@rp-sg.in
11. In case of any ambiguity or inconsistency in classification of products or articles and HSN codes, then any demand as and when raised by GST Authorities shall be made good by the Vendor.
12. All disputes including non-receipt of Debit Notes (D/N) shall be mailed to concerned category buyer through email.
13. Arbitration: All disputes shall be referred to the arbitration solely appointed by the Company and the seat, place & venue shall be at Kolkata.
14. Jurisdiction: All disputes arising out of this PO shall be referred to Courts in Kolkata. Courts in Kolkata shall have exclusive jurisdiction.

Vendors will be handed over a signed copy of the Goods Received Note at the time of delivery of goods to the Distribution Centre.If material is supplied directly to the store,a signed copy of the Goods Received Note will be handed over within 24 hours.

M/s Spencer's Retail Limited  
Regd.Office :Duncan House  
31,Netaji Subhas Road Kolkata 700001  
Ph:+913366257600 Fax:  
CIN:L74999WB2017PLC219355  
Website:www.spencersretail.com

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Vendors are requested to preserve the signed copy of the Goods Received Note. In case of any dispute relating to delivery of goods, the signed copy of the Goods Received Note will be accepted as the only proof of delivery by the Company.

In view of the recent changes in Income Tax Act, 1961,with effect from 01.07.2021 we shall not be accepting invoices with TCS u/s 206C(1H)as we shall be deducting TDS u/s 194Q.