PURCHASE DIVISION Advice for approval for credit to supplier

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ier	()		
103		/	

Date:	294 103/22	Prepared by	Panys	Serial no.	6	2451
Supplier name	ennlier name 0 . 0 .		endors	HO inwa	rd no	ent draw in a set of
Firm/Company	Avighna	Project	SHU	P HO recei	ved date	
Pri/Wr) date	SSCLP	PO/WO No.	8667	Scan ID.		
Si no	123 103 122 Bill no.	200 100 100 100 100 100 100 100 100 100	Bill date	Bill amoun	t	Original attached
1	4-00	02	103122	11201-		□ Yes □ No
2.	0800		103122			□ Yes □ No
3.						□ Yes □ No
Ä.						⊟ Yes ⊔ No
Amount A - Bills	total (Excluding Tran	sport & Hamal	i Charges):		(, 1	201-
	by way of a DCs/till			at a Solid block re		
MRN				Proof of delivery		□ Yes □ No
nos	(05279			matches MRN		
Amount B -Other	Credits : Transportati	on charges				
Amount C -Other	Debits:	and the second s				-
Amount D (D=A+	B-C) - Amount to be	credited to the	supplier		11,1	20/-
Amount E - PO /	WO value:				112	201-
Amount F - Diffe	erence (A - E):	-	and the same of th			
Quantity received	as per PO /WO	J	Yes Excess rece	ived Short receive	ed 🗆 Part	received
Close PO / WO			Yes o No - wait fi	or balance material	Other	
Payment - due da	te		01-0100	and the second s	and the second s	anadrias Valente teis enemerinen sellä judyskupullen sidal tiden olivationalen avanten erikkisen l
Remarks		00	8 03 122 nal Bill	all for the control of the control o	the second second second second	and a Comment of the
	La Lavoritation	+ =	nou isul	1	and the second s	
Approved by	proved by Purchase Officer Pu		1) Accor	untant	Accounts Manager
Name.	Panya		10.00	pri ding mandi asam		-
Sign:				and the second of the second		
Date	24/03/22	4				
Approval limit	Upto 20k	Above 20k	Above 100	k 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 weighment 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.

GSTIN: 36FSTPS6819H1ZS

TAX INVOICE

Mobile: 7075153859

AVIGHNA DISTRIBUTORS

House Keeping and Office Need Stationary Material.

B-80, JJ Nagar, Defence Colony, Neredmet, Hyderabad, Medchal-Malkajgiri, Telangana 500094

Invoice No: 0080 Name: SUMMIT SALES LLP Address: 5-4-187/3&4, II nd floor, MG Road, Secunderabad - 500003 Date: 23-03-2022 GSTIN: PO No:- 86678 36ACQFS2044C1Z7

State: Payments Terms :- 25 Days Telangana state code: 36

state.	Telangana		state code:	30	Paymen	ts reims :- A	25 Days	
			Name of the last o		Deliver	y Adress :-	Ranigunj	
						Taxable Am	<u>ount</u>	
S. No.	Description of Goods	HSN Code	Qty	Rate	5%	12%	18%	Amount
1	JK Paper A5	4802	10 Bundles	100		1000		
					1			
			1				n i	
	INWARD		4					7
	and Di	25/3/2			1			
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	MRN .10	51	\Rightarrow		+			
	Received By:	STEES			+			
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	100000	1			+			
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	(0) Date: 24 3	lo lo						
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1	D. D.							
///		-						
D		T-4-1 4	mount befo	T	+	1000		
Rupees in words One Thousand One Hundred twenty		Add: (re rax		1000		
Only/-	isanu One numureu twenty	Add: S			-	60		
Jilly/								
			TOTAL		-	1120		1120
	ils : Kotak Mahindra Bank		s once sold w			iculares given above are true		
Account No : 7945120725		taken b	ack or excha	ngd	For AVI	GHNA DIST	RIBUTORS	

Branch: General Bazar, Sec-Bad

IFSC Code: KKBK0007450

2.Subject to Hyderabad.

Jurisdiction.E.&.O.E.

Chandra Moham

Authorised Signature

Page(s) 1 Of 1

23-03-2022 11:05:19

Сору

From Company: Summit Sales LLP

5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.

G S T No.: 36ACQFS2044C1Z7

	Dog No.	10000	-	
B 80, JJ Ngar, Defence colony, Neredmet, Hyderabad, Mechal-Malkajgiri-500094		86678	183455	
		Doc Date 23-03-2022		
70	Quote No	Nil		
GSTIN 36FSTPS6819H1ZS 7075153859		23-03-202	022	
7075153859				
	zs	Quote No ZS Quote Date	ZS Doc Date 23-03-202 Quote No Nil Quote Date 23-03-202	

Kind Attn: Sai Mohan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	A
1 7555 - Stationery - other - Paper - A4 - bundles			013 70	931	Amount
A5	10.00	100.00	0.00	12.00	1,120.00
upees: One Thousand One Hundred Twenty Only.		Total Or	der Value	·	1,120.00

Terms and Conditions :-

Specification /

As per details given in the quotation.

Payment Terms

After Delivery & Production of bill.

Tax

All taxes included in above price.

Delivery Date

Next working day

Delivery Location

Summit Housing LLP

Cherlapally, Behind Kingston PG college, Hyderabad

Phone. 9618244433, Hamendra

Penality For Delay Nil

Transportation

Transport cost shall be borne by us

Warranty

Nil

Advance Paid

Other Terms

We reserve the right to reject items not conforming to quality and specification, Damage is in suppliers account above order is for Stock replanish purpose.

Completion Date

Measurment

Nil Nil

Security 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 ofice 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 Avighna Distributors

Name :	

Name:	

-4-	12			
Date		/	/	

Requisition Form

A			Requi	sitio	n Form					
Company Name: Summit Sales LLP Com Expenses				Date:			22.03.2022			
Site &	Phase:	Head Of			Time:		Jan 1	03: 17 pm		
					Req. N	lo.		183 455		
Materi	Material required before date:				ID No.			74891		
No	Des	cription		5	Size	Quantity	Units	Inward No	Date	
01	Paper Bundles			8	A4	50~	No's			
02	Paper Bundles		×	3	A5	10 ×	No's			
03	Multi Color Paper to	o MD (20 s	MD (20 sheets of each		A4	20 >	No's			
	8	6× 7								
Remarl	ks: Head Office						X/2	APPROVED		
						(,	2 3 MAR 20	12	
Prepare	ed By	Jai kuma	r		Approv	ved by		5 3 WW.	R	
Date		22.03.20	22		Sign. &	k Date		P. PRABHAN	CHASE	
50-5010 100mHz	On receipt of material a	1		and			ns.	P. PRABHAK Sr. MANAGER PUR	Married of September 1	