PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/03/2022	Prepared by	MINUSH.	Serial no.	2468
Supplier name	Global safety solution's.			HO inward no.	
Firm/Company	SSLLP.	Project	SHLLP.	HO received date	
PO/WO date	21/03/2022	PO/WO No.	86592	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1904	24/03/2022	3,894/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 3,894/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 105298	Proof of delivery matches MRN ☑ Yes ☐ No
Amount B –Other Credits : Transportation charges	-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	3,894/-
Amount E – PO / WO value:	3,894/-
Amount F – Difference (A – E):	NIL
Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Part received
Close PO / WO	☑ Yes ☐ No – wait for balance material ☐ Other
Payment – due date	11/04/2022
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
25 MAR 2022
MINISH PARIKH
MANAGER PROCUREMENT

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.

Tax Invoice

(ORIGINAL FOR RECIPIENT)

GLOBAL SAFETY SOLUTIONS
#5-5-48,Ranigunj,
Secunderabad-500003
GSTIN/UIN: 36AAOFG9573A1Z5
State Name : Telangana, Code : 36
Contact : 9581228898/9502555088
E-Mail : gss.infoteam@gmail.com

Buyer (Bill to)
Summit Sales LLP
M G Road, Secunderabad
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Invoice No. 1904	Dated 24-Mar-22
Delivery Note	Mode/Terms of Payment
Reference No. & Date. 1904 dt. 24-Mar-22	Other References
Buyer's Order No. 86592-169584	Dated 24-Mar-22
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination
Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Freeman Basik Measuring Tape 5mtr** *Levo*	90178010	18 %	**30.00 Nos**	110.00	Nos		3,300.00
	CGST@9%				9	%		297.00
	SGST@9%				9	%		297.00
	Total			**30.00 Nos**				**₹ 3,894.00**

INWARD
Inward No: 7926 Dt: 24/3/22
MRN No: 65298 Dt: 25/3/22
Received By: Sign:
SUMMIT SALES LLP

Amount Chargeable (in words)

E. & O.E

INR Three Thousand Eight Hundred Ninety Four Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
90178010	3,300.00	9%	297.00	9%	297.00	594.00
Total	**3,300.00**		**297.00**		**297.00**	**594.00**

Tax Amount (in words) : **INR Five Hundred Ninety Four Only**

SUMMIT SALES LLP
IN WARD
No: 92620
Date: 25/3
Sign:
R.R. DIST.

Company's PAN : **AAOFG9573A**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Company's Bank Details
Bank Name : **AXIS BANK**
A/c No. : **919020070179320**
Branch & IFS Code : **MG Road, Secunderabad & UTIB0000068**

Customer's Seal and Signature

for GLOBAL SAFETY SOLUTIONS

GLOBAL SAFETY SOLUTIONS

Authorised Signatory

This is a Computer Generated Invoice

 21-03-2022 11:50:47

Purchase Order

86592
16.03.22 2:13:32

py

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Global Safety Solutions 5-5-48, Ranigunj, secunderbad **GSTIN** 36AAOFG9573A1Z5 9502555088/9581228898	**Doc No**	86592	169584
	Doc Date	21-03-2022	
	Quote No	Nil	
	Quote Date	21-03-2022	
	SupplyType	Supply	

Kind Attn : Mr.Qasim Hussain/AQ Shakir

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	30.00	110.00	0.00	18.00	3,894.00
			Total Order Value . . .			**3,894.00**

Rupees : Three Thousand Eight Hundred Ninty Four Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	Within 15days of delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	Next day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Final payment as per actual weighment. Above order for stock maintain purpose.
Completion Date	Nil
Measurment	Nil
Security	NIL
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 office or purchase site office. Proof of delivery /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name : 21/03/2022

Accepted the above Terms And Conditions

For ***Global Safety Solutions***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	17.03.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169584
Material required before date:		ID No.	74827

No	Description	Size	Quantity	Units	Inward No	Date
1	Tile grout -Silk	1kg	70	Kgs		
2	Tile grout -White	1kg	70	Kgs		
3	Hold fast	4"	50	Kgs		
4	Measurement Tapes 86592	5meter	30	Nos		

Remarks: For Stock Repleneshing purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY
Sign.& Date	17.03..2022	Sign. & Date	17 MAR 2022 SOHAM MODI MANAGING DIRECTOR

Note: On receipt of material at site write inward number and date in last 2 columns.