PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	04/04/2022	Prepared by	MINISH.	Serial no.	2372
Supplier name	Sri Laxmi Ganesh Steels & Hardware			HO inward no	
Firm/Company	SSLLP	Project	SHLLP.	HO received date	
PO/WO date	26/03/22	PO/WO No.	86814	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	463.	25/03/22	29,335/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		29,335/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos	105691	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:		✓ 29,335/-	
Amount E – PO / WO value:		29,335/-	
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	100%. Advance Paid.		
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

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04 APR 2022
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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.

86814.

GSTIN - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals

6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.

Email : srilaxmiganeshsteels@gmail.com

M/s. Summit Sales LLP
M.G. Road

Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 463
Date : 25/3/22
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Welding Rod	3 Box	3800/-	11400	00
	Gate Lock Patti	10 kgs	95/-	950	00
	Gate Flowers	8 kgs	95/-	760	00
	Cutting wheel 4"	50 Nos	25/-	1250	00
	MS. Sq Hinges	100 No	105/-	10,500	00
			Total	24860	00
			SGST @ 9 %	2237	40
			CGST @ 9 %	2237	40
			IGST @ 18 %		
			Roundup		20
			Grand Total	29335	00

IN WARD
Inward No: 10650 Dt: 01/4/22
MRN No: 105691 Dt: 4/4/22
Received By: Sign:
SSLLP-SOV

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words :

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 92925
Date: 4/4/22
Sign:

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

86814
16.03.22 2:13:36

 01-04-2022 4:02:16 PM

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

Supplier Details			
Sri Laxmi Ganesh Steels & Hardware	**Doc No**	86814	169618
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	26-03-2022	
	Quote No	NIL	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	25-03-2022	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9574 - Tools - Welding Rod - NA - nos *3 boxes*	3.00	3,800.00	0.00	18.00	13,452.00
2	8015 - Steel - other - MS Gate Lock Patti - 1 1/2 In - nos	10.00	95.00	0.00	18.00	1,121.00
3	8129 - Steel - other - Flowers - other - nos	8.00	95.00	0.00	18.00	896.80
4	9550 - Tools - Machine Blade - other - nos *4"*	50.00	25.00	0.00	18.00	1,475.00
5	2307 - Carpentry - hardware - Hinges - 4 In - nos *MS Square Hinges-8"*	100.00	105.00	0.00	18.00	12,390.00
					Total Order Value . . .	**29,334.80**

Rupees : Twenty Nine Thousand Three Hundred Thirty Four and Paise Eighty Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms 100% as advance

Tax Included in the above price

Delivery Date Material delivered.

Delivery Location SSLLP-SOV
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 29335/-Vide cheque no__

Other Terms We resreve the right to reject the item not confirming to the specifications . Above order for MS Fabrication work at SOV site 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 : 01/04/2022

Accepted the above Terms And Conditions

For ***Sri Laxmi Ganesh Steels & Hardware***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	25.03.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169618
Material required before date:		ID No.	75014

No	Description	Size	Quantity	Units	Inward No	Date
1	Welding rod		3	Box		
2	Gate cock patti		10	Kgs		
3	Gate Flowers		8	Kgs		
4	Cutting Wheel	4"	50	Nos		
5	M.S square hinges		100	Nos		

Remarks: For MS Fabrication work purpose. 86814.

Prepared By	Vanajakshi	Approved by	
Sign.& Date	25.03..2022	Sign. & Date	

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

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30 MAR 2022
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