

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 7/04/22		Prepared by: Vanajathi		Serial no. 2950	
Supplier name: Graneesh Tube Traders		Project: SHLLP		HO inward no.	
Firm/Company: SSCP		PO/WO No. 86517		HO received date	
PO/WO date: 17/03/22		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	4	4/04/22	6,208/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.			/	☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 6,208/-		
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report		
MRN nos.: 105726	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:		6,208/-
Amount E – PO / WO value:		6,208/-
Amount F – Difference (A – E):		✓
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	11/04/22	
Remarks: final Bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajathi				
Sign:	[Signature]				
Date	7/04/22				
Approval limit	Upto 20k	Above 20k	Above 100k	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.



**GANESH TUBE
TRADERS**

TAX INVOICE

GSTIN: 36ADBPJ8881C1ZJ

Authorised Distributor:



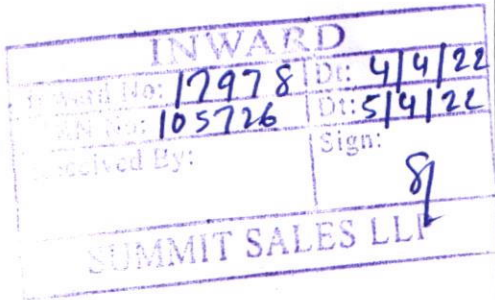
Bill To :
SUMMIT SALES LLP
5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad

36ACQFS2044C1Z7
Telangana
Ship To :
SUMMIT SALES LLP
5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad

36ACQFS2044C1Z7
Telangana

Invoice No. : **4**
Ref. No. : **86511**
Invoice Date : **4-Apr-2022**
Destination :
Vehicle No. :
E-way Bill No :
Despatch From :

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	WHITE CEMENT 50KG	252329	28 %	5 NO	970.00	NO		4,850.00
								679.00
								679.00
Total:								6,208.00



Total Amount In Words: INR Six Thousand Two Hundred Eight Only		Central Tax		State Tax		Total
HSN/SAC	Taxable Value	Rate	Amount	Rate	Amount	Tax Amount
252329	4,850.00	14%	679.00	14%	679.00	1,358.00
Total	4,850.00		679.00		679.00	1,358.00

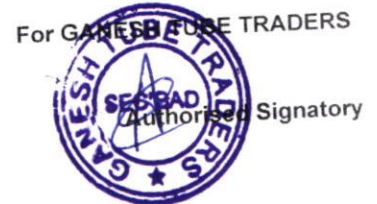
Tax Amount (in words) : **INR One Thousand Three Hundred Fifty Eight Only**

Company's Bank Details

Bank Name : **HDFC BANK**

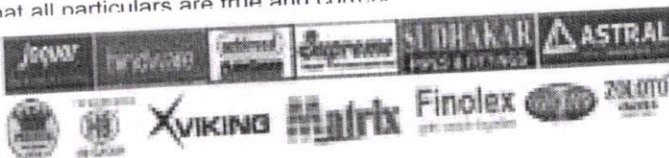
A/c No. : **50200014835551**

Branch & IFS Code: **PG ROAD, SEC-BAD & HDFC0000042**



Declaration

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



5-2-270, PLOT NO. 29, HYDERBASTI,
RANIGUNJ, SECUNDERABAD-3
TELANGANA PIN 500003
Ph.: 04066568587 9246330441
Email : ganeshtubetraders@gmail.com

Purchase Order

Page(s) 1 Of 1

17-03-2022 14:41:37

86511
16.03.22 2:13:31

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

Supplier Details

Ganesh Tube Traders
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.

Doc No 86511 169573

Doc Date 17-03-2022

Quote No Nil

Quote Date 17-03-2022

SupplyType Supply

GSTIN 36ADBPJ8881C1ZJ 66568587/ 66384751
9246330441. 9949248666

Kind Attn : **Sandeep Jain**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6549 - Paints - White Cement - 25kgs - bags	10.00	485.00	0.00	28.00	6,208.00
Total Order Value . . .					6,208.00

Rupees : Six Thousand Two Hundred Eight Only.

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 Day.

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil

Transportation 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 weightment. Above order for Stock Replenishing purpose.

Completion Date Nil

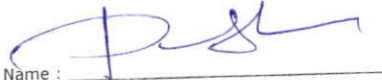
Measurment Nil

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 : 

Accepted the above Terms And Conditions

For **Ganesh Tube Traders**

Name : _____

Date : __/__/__

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	15.03.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169573
Material required before date:		ID No.	74755

No	Description	Size	Quantity	Units	Inward No	Date
1	ACE-Exterior -White	20liter	5	Ltrs		
2	White cement 86511	25kg	10	Bags		

Remarks: For Stock Replenish purpose

Prepared By	Vanajakshi	Approved by	
Sign.& Date	15.03..2022	Sign. & Date	



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