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PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	7/04/22	Prepared by	Vanajatshi	Serial no.	2950
Supplier name	Ganesh Tube Traders			HO inward no.	
Firm/Company	SSLP	Project	SHLLP	HO received date	
PO/WO date	17/03/22	PO/WO No.	86517	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:	Vanajatshi				
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:

lair

Bill 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**
Ship To : **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Destination : Vehicle No. : E-way Bill No : Despatch From :

Sl 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**
	CGST							**679.00**
	SGST							**679.00**
					Total:			**6,208.00**

INWARD
Inward No: 17978 Dt: 4/4/22
GRN No: 105726 Dt: 5/4/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
INWARD No: 93832 Date: 6/4 Sign:

9246364748

Total Amount In Words: **INR Six Thousand Two Hundred Eight Only**

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total 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**

For GANESH TUBE TRADERS

GANESH TUBE TRADERS SEC-BAD

Authorised Signatory

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

 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	**Doc No**	86511	169573
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.	**Doc Date**	17-03-2022	
	Quote No	Nil	
GSTIN 36ADBPJ8881C1ZJ 66568587/ 66384751	**Quote Date**	17-03-2022	
9246330441. 9949248666	**SupplyType**	Supply	

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
Penality 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 weighment. 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 deli vary /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	APPROVED BY
Sign.& Date	15.03..2022	Sign. & Date	16 MAR 2022 SOHAM MODI MANAGING DIRECTOR

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