PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/04/2022	Prepared by	MINISH	Serial no.	3557
Supplier name	Santhosh Tarpaulin.			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP.	HO received date	
PO/WO date	25/04/2022	PO/WO No.	87718.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	154	27/04/2022	12,152/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 12,152/-

Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	106555.	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:	12,152/-
Amount E – PO / WO value:	12,152/-
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	02/05/2022
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
27 APR 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

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
To SUMMIT SALES LLP 5-4-187/3&3 IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36ACQFS2044C1Z7**	Invoice No: **154** Invoice Date: 27/04/2022 P.O.No.87718/169724 P.O.Date: 25.04.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	COVER BLOCS ALL IN ONE RCC 200 nos X 25 bags	6810	5000 NOS	@ 0.85	**4,250.00**
2	HDPE TARPAULIN SIZE 24ft X 18ft 10 NOS	3926	4320 Q FT	@ 1.40	**6,048.00**

Rupees in words
TWELVE THOUSAND ONE HUNDRED FIFTY ONE and SIXTY FOUR PAISE ONLY

Total ::	**10,298.00**
CGST @ 9 %	**926.82**
SGST @ 9 %	**926.82**
IGST 18% ::	
Grand Total ::	**12,151.64**

Receiver Signature & Seal

INWARD
Inward No: 18072 Dt: 27/4/22
MRN No: 106555 Dt: 27/4/22
Received By: Sign:
SUMMIT SALES LLP

For SANTHOSH TARPAULIN

Authorized Signatory

SUMMIT SALES LLP
IN WARD
No: 9381
Date: 27/4
Sign:
R.R. DIST.

Purchase Order

 25-04-2022 14:48:32 Origir

87718
20.04.22 3:07:38

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

Supplier Details			
Santosh Tarpaulin	**Doc No**	87718	169724
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc Date**	25-04-2022	
	Quote No	nil	
GSTIN 36ATWPA1307P1ZC	**Quote Date**	20-04-2022	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6094 - Miscellaneous - Spacers - Other - nos *all in one-RCC*	5,000.00	0.85	0.00	18.00	5,015.00
2	6011 - Miscellaneous - Blue Sheet - 24 Ft x18 Ft - sft	4,320.00	1.40	0.00	18.00	7,136.64
					Total Order Value . . .	**12,151.64**

Rupees : Twelve Thousand One Hundred Fifty One and Paise Sixty Four Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

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. Above order for Stock maintaince purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For *Summit Sales LLP*
Authorised Signatory

Name : 25/04/2022

Accepted the above Terms And Conditions
For *Santosh Tarpaulin*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	22.04.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169724
Material required before date:		ID No.	75888

No	Description	Size	Quantity	Units	Inward No	Date
1.	Spacers all in one-Rcc	.85 1.40	5000	Nos		
2.	Blue sheet	24x18	4320	Sft		

87718 santhosh

Remarks: For Stock repleneshing purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY
Sign.& Date	22.04.2022	Sign. & Date	23 APR 2022 SOHAM MODI MANAGING DIRECTOR

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