PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	30/04/2022	Prepared by	MINISH	Serial no.	3618
Supplier name	Deccan Agencies.			HO inward no.	
Firm/Company	S&LLP	Project	SHLLP.	HO received date	
PO/WO date	05/04/2022	PO/WO No.	87067.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	163.	27/04/2022	58,100/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A Bills total (Excluding Transport & Hamali Charges):	58,100/-	

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

MRN nos.:	106650.	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:	58,100/-
Amount E – PO / WO value:	58,108/-
Amount F – Difference (A – E):	(-) 8/-

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	Advance Paid Rs/- 29,000/- Balance to Pay
Remarks: 29,000/- Balance to Pay on 09/05/2022	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		30 APR 2022			
Date		MINISH PARIKH MANAGER PROCUREMENT			
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.

DECCAN AGENCIES

10-1-300/a/1 Humayunagar Hydrabad
Telangana,India
GSTIN/UIN: 36AJKPM5766G1ZS
Contact : 9966297867,9959500936

To.	Invoice No.	Dated
Summit Sales LLP	**163**	**27-Apr-2022**
5-4-187/3&4 11 Nd Floor Mg Road Secunderabad Telangana, India	Despatched Through	Destination
Buyer's GSTIN/UIN : **36ACQFS2044C1Z7**	87067	

S. No	Description of Goods	HSN	GST	Qty	MRP	Per	Dis	Sch/CD	Rate	Amount
1	216 Full Plate Round(Set of 6)	39241090	18 %	50	710.00	Pcs	30 %		421.18	21,059.00
2	217 Half Plate Round(Sat of 6)	39241090	18 %	50	375.00	Pcs	30 %		222.46	11,123.00
3	283 New Serving Bowl / Kathori	392410	18 %	50	265.00	Pcs	30 %		157.21	7,860.50
4	221 Cook N Serve Medium	392410	18 %	50	310.00	Pcs	30 %		183.90	9,195.00
	Sub Total									**49,237.50**
	CGST TAX									4,431.38
	SGST TAX									4,431.38
	Round Off									(-)0.26
	Total			**200**						**58,100.00**

INWARD
Inward No: 18077 Dt: 28/4/22
MRN No: 106650 Dt: 30/4/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 9395 Date: 30/4
Sign:

E & O.E

Amount Chargeable (in words)

INR Fifty Eight Thousand One Hundred Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
39241090	32,182.00	9%	2,896.38	9%	2,896.38	5,792.76
392410	17,055.50	9%	1,535.00	9%	1,535.00	3,070.00
Total	**49,237.50**		**4,431.38**		**4,431.38**	**8,862.76**

Tax Amount (in words) : **INR Eight Thousand Eight Hundred Sixty Two and Seventy Six paise Only**

Terms & Conditions

1. Goods once sold will not returned.
2. Our responsibility cases as soon as then goods leave our permises.
3. All disputes are subject to hyderabad jurisdication only.
4. 30 days is credit period.

Company's Bank Details
Bank Name : **Kotak Mahindera Bank**
A/c No. : **4711325315**
Branch & IFS Code : **BANJRA HILLS & KKBK0000553**

Declartion

For DECCAN AGENCIES

Authorised Signatory

Purchase Order

 05-04-2022 11:28:58

87067
04.04.22 1:33:41

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

Supplier Details

Deccan Agencies
Flat no 10-1-300/a, Hanuman Nagar, NMDC Road, Near: Mahesh Garmets, Hyderabad.

GSTIN 36AJKPM5766G1ZS

9966297867 9966297867

Doc No	87067	169621
Doc Date	05-04-2022	
Quote No	Nil	
Quote Date	05-04-2022	
SupplyType	Supply	

Kind Attn : MD Rahamath ulla

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4050 - Consumables - Plate - NA - nos *Dinner plate- 216*	300.00	70.20	0.00	18.00	24,850.80
2	4114 - Consumables - Quarter Plate - NA - Nos *217*	300.00	37.08	0.00	18.00	13,126.32
3	4115 - Consumables - Small Bowl - NA - Nos *Katori- 283*	300.00	26.20	0.00	18.00	9,274.80
4	4116 - Consumables - Bowl 1 Ltr - NA - Nos *221*	50.00	184.00	0.00	18.00	10,856.00
					Total Order Value . . .	**58,107.92**

Rupees : Fifty Eight Thousand One Hundred Seven and Paise Ninty Two Only.

Terms and Conditions :-

Specification / Brand	Brand will be Signoraware, as mentioned the code number
Payment Terms	50% Advance balance aganist delivery
Tax	GST included in the above prices
Delivery Date	With in 5 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Rs. 29,000-00, by cheque/RTGS...............Dated..
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damage is in suppliers account above order is for Stock replanish 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 *Deccan Agencies*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Summit Sales LLP	Date:	30-03-2022
Site & Phase :	SHLLP	Time:	11 am
Supplier		Req. No.	16982
Material required before date:		ID No.	15038

No	Description	Size	Quantity	Units	Inward No	Date
1	Signora ware dinner plate - 6 qty	87067	50	Sets		
2	Signora ware quarter plate - 6 qty					
3	Signora ware Katori - 6 qty					
4	Signora ware 1 ltr bowl - 1 qty					
5	Parage coffee spoons - 6 qty		50	Sets		
6	Parage dinner spoon - 6 qty		50	Sets		
7	Parage serving spoon - 1 qty		50	Sets		
8	Urmila polycarbonate glass - 12 qty		50	Sets		
9	Coffee cup - 12 qty		50	Sets		
10	Tea cup and Saucer - 6 qty		26	Sets		

Remarks:			
Prepared By	Prasad	Approved by	
Sign.& Date		Sign. & Date	

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

Urgent. Estimate.

APPROVED BY
30 MAR 2022
SUCHAM MODI
MANAGING DIRECTOR