PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 30/04/2022 | Prepared by | MUNISH | Serial no. | 3616 |
| Supplier name | Global Safety Solution's. | | | HO inward no. | |
| Firm/Company | SSLLP | Project | SHLLP. | HO received date | |
| PO/WO date | 22/04/2022 | PO/WO No. | 87650. | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 1948. | 27/04/2022 | 235,297/- | □ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

Amount A Bills total (Excluding Transport & Hamali Charges): 2,33,173/-

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

| | | | |
|---|---|---|---|
| MRN nos.: | 106653 - | Proof of delivery matches MRN | □ Yes □ No |

| | |
|---|---|
| Amount B – Other Credits : Transportation charges 1,800 +18%. | 2,124/- |
| Amount C – Other Debits : | |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | ✓ 2,35,297/- |
| Amount E – PO / WO value: | 2,19,803/- |
| Amount F – Difference (A – E): | 15,494/- |
| 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 | 09/05/2022 |

Remarks: GST Difference Between PO & Tax Invoice.

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | APPROVED | | | |
| Sign: | | 30 APR 2022 | | | |
| Date | | MUNISH PAREKH 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.

**Tax Invoice** (ORIGINAL FOR RECIPIENT)

| | | |
|---|---|---|
| **GLOBAL SAFETY SOLUTIONS**<br>#5-5-48,Ranigunj,<br>Secunderabad-500003<br>GSTIN/UIN: 36AAOFG9573A1Z5<br>State Name : Telangana, Code : 36<br>Contact : 9581228898/9502555088<br>E-Mail : gss.infoteam@gmail.com | Invoice No.<br>**1948** | Dated<br>**27-Apr-22** |
| | Delivery Note | Mode/Terms of Payment |
| | Reference No. & Date.<br>**1948 dt. 27-Apr-22** | Other References |
| Buyer (Bill to)<br>**Summit Sales LLP**<br>M G Road, Secunderabad<br>GSTIN/UIN : 36ACQFS2044C1Z7<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**87650-169703** | Dated<br>**27-Apr-22** |
| | Dispatch Doc No. | Delivery Note Date |
| | Dispatched through | Destination |
| | Terms of Delivery | |

| Sl No. | Description of Goods and Services | HSN/SAC | GST Rate | Quantity | Rate | per | Disc. % | Amount |
|---|---|---|---|---|---|---|---|---|
| 1 | **Hillson Make Beston Safety Shoes**<br>*7/100, 6/60, 8/60, 9/40, 10/40* | 64029990 | 12 % | **300 prs** | 450.00 | prs | | **1,35,000.00** |
| 2 | **Safety Shoes (12%)**<br>*Female 6/30, 7/30, 8/20,* | 64024000 | 12 % | **80 prs** | 700.00 | prs | | **56,000.00** |
| 3 | **Safety Belt Half Body** | 63072090 | 5 % | **50.00 Nos** | 215.00 | Nos | | **10,750.00** |
| 4 | **Safety Helmet for Staff Ratchet** | 65061010 | 18 % | **50.00 Nos** | 135.00 | Nos | | **6,750.00** |
| | | | | | | | | 2,08,500.00 |
| | *CGST@2.5%* | | | | *2.50* | % | | 268.75 |
| | *SGST@2.5%* | | | | *2.50* | % | | 268.75 |
| | *CGST@6%* | | | | *6* | % | | 11,460.00 |
| | *SGST@6%* | | | | *6* | % | | 11,460.00 |
| | *CGST@9%* | | | | *9* | % | | 769.50 |
| | *SGST@9%* | | | | *9* | % | | 769.50 |
| | *Round Off* | | | | | | | 0.50 |
| | *Freight Outwards@18%* | 8704 | 18 % | | | | | 1,800.00 |
| | Total | | | | | | | **₹ 2,35,297.00** |

INWARD
Inward No: 18079 Dt: 28/4/22
MRN No: 106653 Dt: 30/4/22
Received By: Sign: 8
SUMMIT SALES LLP

Amount Chargeable (in words) E & O.E

**INR Two Lakh Thirty Five Thousand Two Hundred Ninety Seven Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 64029990 | 1,35,000.00 | 6% | 8,100.00 | 6% | 8,100.00 | 16,200.00 |
| 64024000 | 56,000.00 | 6% | 3,360.00 | 6% | 3,360.00 | 6,720.00 |
| 63072090 | 10,750.00 | 2.50% | 268.75 | 2.50% | 268.75 | 537.50 |
| 65061010 | 6,750.00 | 9% | 607.50 | 9% | 607.50 | 1,215.00 |
| 8704 | 1,800.00 | 9% | 162.00 | 9% | 162.00 | 324.00 |
| **Total** | **2,10,300.00** | | **12,498.25** | | **12,498.25** | **24,996.50** |

Tax Amount (in words) : **INR Twenty Four Thousand Nine Hundred Ninety Six and Fifty paise Only**

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 93917 Date: 30/4 Sign: L

Company's PAN : **AAOFG9573A**

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

Company's Bank Details
Bank Name : **AXIS BANK**
A/c No. : **919020070179320**
Branch & IFS Code : **MG Road, Secunderabad & UTIB0000068**

Customer's Seal and Signature

for GLOBAL SAFETY SOLUTIONS

GLOBAL SAFETY SOLUTIONS

Authorised Signatory

This is a Computer Generated Invoice

# e-Way Bill

| | |
|---|---|
| E-Way Bill No: | **1014 6736 0086** |
| E-Way Bill Date: | **28/04/2022 01:05 PM** |
| Generated By: | **36AAO FG957 3A1Z5 - GLOBAL SAFETY SOLUTIONS** |
| Valid From: | **28/04/2022 01:05 PM [100Kms]** |
| Valid Until: | **29/04/2022** |

## Part - A

| | |
|---|---|
| GSTIN of Supplier | **36AAOFG9573A1Z5,GLOBAL SAFETY SOLUTIONS** |
| Place of Dispatch | **Hyderabad,TELANGANA-500003** |
| GSTIN of Recipient | **36ACQ FS204 4C1Z7 ,SUMMIT SALES LLP** |
| Place of Delivery | **SECUNDERABAD,TELANGANA-500003** |
| Document No. | **1948** |
| Document Date | **28/04/2022** |
| Transaction Type: | **Regular** |
| Value of Goods | 235296.5 |
| HSN Code | **6402 - SAFETY SHOES( +3 )** |
| Reason for Transportation | **Outward - Supply** |
| Transporter | |

## Part - B

| Mode | Vehicle / Trans Doc No & Dt. | From | Entered Date | Entered By | CEWB No. (If any) | Multi Veh.Info (If any) |
|---|---|---|---|---|---|---|
| Road | AP09TB0350 | Hyderabad | 28/04/2022 01:05 PM | 36AAOFG9573A1Z5 | - | - |

101467360086

 22-04-2022 14:21:07

# Purchase Order

87650
20.04.22 3:07:37

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

| **Supplier Details** | | | |
|---|---|---|---|
| Global Safety Solutions | **Doc No** | 87650 | 169703 |
| 5-5-48, Ranigunj, secunderbad | **Doc Date** | 22-04-2022 | |
| | **Quote No** | NIL | |
| **GSTIN** 36AAOFG9573A1Z5 | **Quote Date** | 17-01-2022 | |
| 9502555088/9581228898 | **SupplyType** | Supply | |

**Kind Attn : Mr.Qasim Hussain/AQ Shakir**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 6155 - Miscellaneous - Safety Shoe - NA - pair<br>*male size-07* | 20.00 | 450.00 | 0.00 | 5.00 | 9,450.00 |
| 2 | 6155 - Miscellaneous - Safety Shoe - NA - pair<br>*male size-06* | 60.00 | 450.00 | 0.00 | 5.00 | 28,350.00 |
| 3 | 6155 - Miscellaneous - Safety Shoe - NA - pair<br>*male size-08* | 60.00 | 450.00 | 0.00 | 5.00 | 28,350.00 |
| 4 | 6155 - Miscellaneous - Safety Shoe - NA - pair<br>*male size-09* | 40.00 | 450.00 | 0.00 | 5.00 | 18,900.00 |
| 5 | 6155 - Miscellaneous - Safety Shoe - NA - pair<br>*Male size-10* | 40.00 | 450.00 | 0.00 | 5.00 | 18,900.00 |
| 6 | 6155 - Miscellaneous - Safety Shoe - NA - pair<br>*male size-7* | 80.00 | 450.00 | 0.00 | 5.00 | 37,800.00 |
| 7 | 6155 - Miscellaneous - Safety Shoe - NA - pair<br>*Female-7* | 30.00 | 700.00 | 0.00 | 5.00 | 22,050.00 |
| 8 | 6155 - Miscellaneous - Safety Shoe - NA - pair<br>*Female-8* | 20.00 | 700.00 | 0.00 | 5.00 | 14,700.00 |
| 9 | 9555 - Tools - Safety belt - other - nos | 50.00 | 215.00 | 0.00 | 5.00 | 11,287.50 |
| 10 | 6155 - Miscellaneous - Safety Shoe - NA - pair<br>*Female-6* | 30.00 | 700.00 | 0.00 | 5.00 | 22,050.00 |
| 11 | 9595 - Tools - Staff Helmets - NA - nos<br>*white* | 50.00 | 135.00 | 0.00 | 18.00 | 7,965.00 |
| | | | | | **Total Order Value . . .** | **219,802.50** |

Rupees : Two Lakh(s) Ninteen Thousand Eight Hundred Two and Paise Fifty 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<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra |
| **Penality For Delay** | Nil |

For MDs APPROVAL
☐ High Value/quantity beyond limits.
☐ Po/Req. processed-post approval.
☐ Approval for technical details/clarification
☐ Replenishing SSLLP stock
☐ Other

APPROVED BY
25 APR 2022
SOHAM MODI
MANAGING DIRECTOR

For ***Summit Sales LLP***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Global Safety Solutions***

Name :

Date : __/__/____

# Purchase Order

 22-04-2022 14:21:07 Original / Office Copy / Purchase Div.Copy

| | |
|---|---|
| **Transportation** | Transportation Extra. |
| **Warranty** | Nil |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. 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 ***Global Safety Solutions***

Name : ______________________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | SUMMIT SALES LLP | Date: | 19.04.2022 |
| Site & Phase : | SHLLP | Time: | 10:57 |
| Supplier | | Req.No. | ~~169673~~ 169703 |
| Material required before date: | | ID No. | 15795 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1. | White helmets for staff | | 50 | Nos | | |
| 2. | Safety belt | | 50 | Nos | | |
| 3. | Safety shoe male | 7 | 80 | Nos | | |
| 4. | Safety shoe male | 6 | 60 | Nos | | |
| 5. | Safety shoe male | 8 | 60 | Nos | | |
| 6. | Safety shoe male 87650 | 9 | 40 | Nos | | |
| 7. | Safety shoe male | 10 | 40 | Nos | | |
| 8. | Safety shoe female | 6 | 30 | Nos | | |
| 9. | Safety shoe female | 7 | 30 | Nos | | |
| 10. | Safety shoe female | 8 | 20 | Nos | | |

Remarks: For Stock repleneshing purpose.

| | | | |
|---|---|---|---|
| Prepared By | Vanajakshi | Approved by | APPROVED BY |
| Sign.& Date | 19.04.2022 | Sign. & Date | 20 APR 2022<br>SOHAM MODI<br>MANAGING DIRECTOR |

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