8

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	4/05/22	Prepared by	Vanajarshi	Serial no.	
Supplier name	Jupiter Agencies			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	13/04/22	PO/WO No.	87363	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	529	28/04/22	8,708.40/-	☑ Yes □ No
2.				□ Yes □ No
3				□ Yes □ No
4.				□ Yes □ No

Amount A Bills total (Excluding Transport & Hamali Charges):	8,708.40/-
Proof of delivery by way of: □ DC's/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	106756	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:	8,708.40/-
Amount E – PO / WO value:	8,708.40/-
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	9/05/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajarshi				
Sign:	[signature]				
Date	4/05/22				
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.

(JA) JUPITER AGENCIES
15-9-602, Siddiamber Bazar, Hyd - 12, T.S.
Mobile : 9346680351, 9391053351
Email : jupiteragencies@outlook.com
జుపీటర్ ఏజెన్సీస్
GSTIN : 36AARPN7287R1ZC

M/s. Summit Sales LLP.
5-4-187/3&4, IInd floor MG Road
Secunderabad - 500003.
Dealer GSTIN 36ACQFS2044G1Z7
CASH / CREDIT MEMO No. 529 Date : 28/4/22

Sl.No.	PARTICULARS	HSN CODE	SFT / KG	QTY.	RATE	AMOUNT
1	Tree Guards			60	123	7380=00
	5ft x 3'					
	P.O No: 87363 / 169680					
	dt 13/4/22.					

SUMMIT SALES LLP R.R. DIST. IN WARD No: 93994 Date: 4/5/22 Sign:

IN WARD Inward No: 10663 Dt: 29/4/22 MRN No: 106756 Dt: 4/5/22 Received By: Sign SSLLP-SOV

Our Bank : **STATE BANK OF INDIA** A/c. No. 62059289140 IFSC : SBIN0020069

For **JUPITER AGENCIES**	Despatch Through	Packing	TRANSACTION VALUE: 7380=00
			~~IGST~~ / CGST 6% : 664=20
Rahul Signature	L.R. No.		SGST 6% : 664=20
	1. Goods once sold will not be taken back. 2. Subject to Hyderabad Jurisdiction only.		GRAND TOTAL: 8708=40

JUPITER AGENCIES

#1-8-602, Siddiamber Bazar, Hyd - 12, T.S.
Mobile : 9346680351, 9391053381
Email : jupiteragencies@outlook.com

GSTIN : 36AARPN7287F1ZC

M/s. Summit Sales LLP
5-4-187/3&4, IInd floor MG Road
Secunderabad - 500003

GSTIN : 36ACBFS8304H1Z7

CASH / CREDIT Bill No. 529 Date 28/4/22

Sl.No.	PARTICULARS	HSN CODE	Pcs / Kg	QTY.	RATE	AMOUNT
1	Tvo Guards 5ft x 3'6"			60	123	7380.00
	P.O.No: 87363/169680 dt 13/4/22					

IN WARD

SSLLP-SOV

Our Bank : STATE BANK OF INDIA A/c No. 62055280140 IFSC : SBIN0020069	TRANSACTION VALUE	7380.00
For JUPITER AGENCIES / Despatch Through	~~IGST~~ / CGST 6%	664.20
	SGST 6%	664.20
1. Goods once sold will not be taken back. 2. Subject to Hyderabad jurisdiction only.	GRAND TOTAL	8708.–

Signature

Requisition Form

Company Name:	SUMMIT SALES LLP		Date:	11.04.2022
Site & Phase :	SHLLP		Time:	10:57
Supplier			Req.No.	169680
Material required before date:			ID No.	75460

No	Description	Size	Quantity	Units	Inward No	Date
1.	HDPE Tree Guard Diamond Mesh	4'8"x3'6"	60	Nos		

Remarks: ForWelding work purpose at SOV 87363

Prepared By	Vanajakshi	Approved by	APPROVED 14 APR 2022 MINISH PARIKH MANAGER PROCUREMENT
Sign.& Date	11.04.2022	Sign. & Date	

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

Jup

5x4 0.5x3.6 3x6

non joined

5+ 5+

JA JUPITER AGENCIES

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జుపీటర్ ఏజెన్సీస్
GSTIN : 36AARPN7287R1ZC

M/s. Summit Sales LLP.
5-4-187/3&4, IInd floor MG Road
Secunderabad - 500003.
Dealer GSTIN 36ACQFS2044C1Z7
CASH / CREDIT MEMO No. 529 Date : 28/4/22

Sl.No.	PARTICULARS	HSN CODE	SFT / KG	QTY.	RATE	AMOUNT
1	Tree Guards 5Ht x 3'			60	123	7380=00
	P.O No: 87363 / 169680 dt 13/4/22.					

SUMMIT SALES LLP R.R. DIST. IN WARD No: 93994 Date: 4/5/22 Sign:

IN WARD Inward No: 10663 Dt: 29/4/22 MRN No. 106756 Dt: 4/5/22 Received By: Sign:
SSLLP-SOV

Our Bank : STATE BANK OF INDIA A/c. No. 62059289140 IFSC : SBIN0020069

For JUPITER AGENCIES

Rahul

Signature

Despatch Through	Packing
L.R. No.	

1. Goods once sold will not be taken back.
2. Subject to Hyderabad Jurisdiction only.

TRANSACTION VALUE		7380=00
~~IGST~~ / CGST	6%	664=20
SGST	6%	664=20
GRAND TOTAL		8708=40