PURCHASE DIVISION
Advice for approval for credit to supplier (6)

Date:	04/05/2022	Prepared by	MINISH.	Serial no.	3729
Supplier name	Ganesh Tube Traders.			HO inward no.	
Firm/Company	SSLLP.	Project	SHLLP.	HO received date	
PO/WO date	25/04/2022	PO/WO No.	87716.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	64	29/04/2022	9,912/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A Bills total (Excluding Transport & Hamali Charges):		9912/-	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	106739.	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:			9912/-
Amount E – PO / WO value:			9,912/-
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	09/05/2022		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		05 MAY 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.

TAX INVOICE

GANESH TUBE TRADERS

GSTIN: 36ADBPJ5881C1ZJ

Bill To :
SUMMIT SALES LLP
5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad

36ACQFS2044C1Z7
Telangana

Ship To :
SUMMIT SALES LLP
5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad

36ACQFS2044C1Z7
Telangana

Invoice No.	64
Ref. No.	87716
Invoice Date	29-Apr-2022
Destination	
Vehicle No.	
E-way Bill No	
Despatch From	

Sl No	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**WALL PUTTY** *30 Kg*	321490	18 %	**10 NO**	840.00	NO		**8,400.00**
	CGST							**756.00**
	SGST							**756.00**
							Total:	**9,912.00**

INWARD
Inward No: 18095 Dt: 30/4/22
MRN No: 106739 Dt: 4/5/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 93988
Date: 4/5/22
Sign:

Total Amount In Words: **INR Nine Thousand Nine Hundred Twelve Only**

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
321490	8,400.00	9%	756.00	9%	756.00	1,512.00
Total	8,400.00		756.00		756.00	1,512.00

Tax Amount (in words) : **INR One Thousand Five Hundred Twelve 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

Authorised Signatory

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

XVIKING Finolex

5-2-270, PLOT NO. 29, HYDERBASTI,
RANIGUNJ, SECUNDERABAD-3
TELANGANA PIN 500003
Ph.: 04066568587, 9246330441
Email : ganeshtubetraders@gmail.com

Purchase Order

 25-04-2022 14:48:32

87716
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			
Ganesh Tube Traders	**Doc No**	87716	169712
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.	**Doc Date**	25-04-2022	
	Quote No	nil	
GSTIN 36ADBPJ8881C1ZJ 66568587/ 66384751	**Quote Date**	20-04-2022	
9246330441. 9949248666	**SupplyType**	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6602 - Paints - Wall Care Putti - NA - kgs *30kg*	10.00	840.00	0.00	18.00	9,912.00
					Total Order Value . . .	**9,912.00**

Rupees : Nine Thousand Nine Hundred Twelve 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 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 : 25/04/2022

Name : ______________

Accepted the above Terms And Conditions

For ***Ganesh Tube Traders***

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	20.04.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169712
Material required before date:		ID No.	75882

No	Description	Size	Quantity	Units	Inward No	Date
1.	Wallcare putty Ganeshtrub 87716. 30kg	(20kg)	10	Bags		

840 + GST

Remarks: For Stock repleneshing purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY
Sign.& Date	20.04.2022	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.