(E)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/5/22	Prepared by	Deepa	Serial no.	4353		
Supplier name	the surgical trading co			HO inward no.			
Firm/Company	SSLLP	Project	SSLLP	HO received date			
PO/WO date	22/4/22	PO/WO No.	87644	Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	12377	10/5/22	18,116.60	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No
Amount A – Bills total (Excluding Transport & Hamali Charges):				18,116.60

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

MRN nos.:		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:			18,116.60
Amount E – PO / WO value:			18,116.60
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	30/5/22		
Remarks:	final bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa	[signature] APPROVED			
Sign:	[signature]	[signature]			
Date	23/5/22	23 MAY 2022			
Approval limit	Upto 20k	Above 20k P. PRABHAKAR MANAGER PURCHASE	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)

The Surgical Trading Co 5-4-457 Nampally Station Road Hyderabad GSTIN/UIN: 36AACFT7636B1ZA State Name : Telangana, Code : 36	Invoice No. **12377**	Dated **10-May-2022**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **Summit Sales LLP** 5-4-187/3&4, II Floor, M.G.Road, Secunderabad GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36 Contact : 8790016078	Buyer's Order No. 87644	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**General Cot(Patient Cot)**	9402	**1 nos**	5,500.00	nos	**5,500.00**
2	**Bed Side Locker**	9402	**1 nos**	2,000.00	nos	**2,000.00**
3	**Double Foot Step**	9402	**1 nos**	595.00	nos	**595.00**
4	**Walker** *Folding Indian*	8713	**1 nos**	750.00	nos	**750.00**
5	**Diamond Mercurial Normal**	9018	**1 nos**	1,950.00	nos	**1,950.00**
6	**Wheel Chair**	9502	**1 nos**	4,500.00	nos	**4,500.00**
7	**Bed Pan Ss**	9018	**1 nos**	325.00	nos	**325.00**
8	**First Aid Box**	9018	**1 nos**	440.00	nos	**440.00**
						16,060.00
	CGST Output					**1,022.70**

continued ...

INWARD
Inward No: 18135 Dt: 11/5/22
GRN No: 107112 Dt: 12/5/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 94360
Date: 12/5
Sign:

SUBJECT TO N JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 22-04-2022 12:31:11 PM

87644
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

The Surgical Trading Co.
5-4-457,Nampally Station Road,Hyderabad-500001

040-24613534
9848977220

Doc No	87644	169652
Doc Date	22-04-2022	
Quote No	NIL	
Quote Date	22-04-2022	
SupplyType	Supply	

Kind Attn : S,K.Sethi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 5518 - Furniture - Bed - NA - Nos Hospital cot	1.00	3,500.00	0.00	18.00	4,130.00
2 5523 - Furniture - Mattress - Other - Nos 4"	1.00	2,000.00	0.00	18.00	2,360.00
3 5588 - Furniture - Bedside locker - NA - Nos SS Top	1.00	2,000.00	0.00	18.00	2,360.00
4 5587 - Furniture - Foot step stool - NA - Nos Double	1.00	595.00	0.00	18.00	702.10
5 6209 - Miscellaneous - Walker - NA - Nos Folding	1.00	750.00	0.00	5.00	787.50
6 6207 - Miscellaneous - BP Machine - NA - Nos Mercury Type	1.00	1,950.00	0.00	12.00	2,184.00
7 6206 - Miscellaneous - Wheel Chair - NA - Nos Folding	1.00	4,500.00	0.00	5.00	4,725.00
8 6208 - Miscellaneous - Bed Pan - NA - Nos SS	1.00	325.00	0.00	12.00	364.00
9 4028 - Consumables - First -Aid Kit - NA - boxes Standard	1.00	450.00	0.00	12.00	504.00
		Total Order Value . . .			**18,116.60**

Rupees : Eighteen Thousand One Hundred Sixteen and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of ___ brand/company
Payment Terms	100% as advance.
Tax	All taxes included in above price.
Delivery Date	All materials must be delivered within ___ days.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.

For *Summit Sales LLP*

Authorised Signatory

Name : 22/04/2022

Accepted the above Terms And Conditions

For *The Surgical Trading Co.*

Name : ____________

Date : __/__/____

Purchase Order

 22-04-2022 12:31:11 PM Original / Office Copy / Purchase Div.Copy

Warranty	Nil
Advance Paid	Rs 18,117/- Dt--25/04/2022.
Other Terms	Payment will be made only after inspection of material.Above material for replinising stock purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*

Authorised Signatory

22/04/2022

Name : ______

Name : ______

Accepted the above Terms And Conditions

For ***The Surgical Trading Co.***

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	1.04.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169652
Material required before date:		ID No.	75222

No	Description	Size	Quantity	Units	Inward No	Date
1	BED asian surgical	Standard	1	Nos		
2	Mattress	Standard	1	Nos		
3	Bed side locker	Standard	1	Nos		
4	Foot step stool	Standard	1	Nos		
5	Walker	Standard	1	Nos		
6	BP Machine	Standard	1	Nos		
7	First AID kit	Standard	1	Nos		
8	Wheeler chair	Standard	1	Nos		
9	Bcd pan	Standard	1	Nos		

PO 87644

Remarks: Towards above materials for Toilet materials for clubhouse purpose.

Prepared By	Vanajakshi	Approved by	
Sign.& Date	1.04..2022	Sign. & Date	

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

APPROVED
22 APR 2022
MINISH PARIKH
MANAGER PROCUREMENT