PURCHASE DIVISION

Advice for approval for credit to supplier

(C)

Date:	20/5/22	Prepared by	Kavitha	Serial no.	4300
Supplier name	Ganesh tube Traders			HO inward no.	
Firm/Company	SSIIP	Project	SHIIP	HO received date	
PO/WO date	13/5/22	PO/WO No.	88233	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	99	16/5/22	21,244/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 21,244/-

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

MRN nos.:	107384	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:	21,244/-
Amount E – PO / WO value:	21,244/-
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:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kavitha	APPROVED			
Sign:	20/5/22	26 MAY 2022			
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

MANISH PARIKH
MANAGER PROCUREMENT

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: 36ADBPJ8881C1ZJ

Authorised Distributor:

lair

Bill To : **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Invoice No. : **99** Ref. No. : **88233** Invoice Date : **16-May-2022** Destination :
Ship To : **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	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** *30KG*	321490	18 %	**10 NO**	900.00	NO		**9,000.00**
2	**WHITE CEMENT 25 KG**	252329	28 %	**10 NO**	535.00	NO		**5,350.00**
3	**J PASTE**	350699	18 %	**40 NO**	80.00	NO		**3,200.00**
								17,550.00
	CGST							**1,847.00**
	SGST							**1,847.00**
					Total:			**21,244.00**

INWARD
Inward No: 18153 Dt: 17/5/22
MRN No: 107384 Dt: 19/5/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 94591 Date: 20/5 Sign:

9246364748

Total Amount In Words: **INR Twenty One Thousand Two Hundred Forty Four Only**

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
321490	9,000.00	9%	810.00	9%	810.00	1,620.00
252329	5,350.00	14%	749.00	14%	749.00	1,498.00
350699	3,200.00	9%	288.00	9%	288.00	576.00
Total	**17,550.00**		**1,847.00**		**1,847.00**	**3,694.00**

Tax Amount (in words) : **INR Three Thousand Six Hundred Ninety Four Only**

Company's Bank Details
Bank Name : **HDFC BANK**
A/c No. : **50200014835551**
Branch & IFS Code: **PG ROAD,SEC-BAD & HDFC0000042**

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

For GANESH TUBE TRADERS

GANESH TUBE TRADERS SECBAD

Authorised Signatory

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

Purchase Order

 13-05-2022 13:39:25

88233
27.04.22 12:24:13

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
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.

GSTIN 36ADBPJ8881C1ZJ
9246330441. 9949248666 66568587/ 66384751

Doc No	88233	169780
Doc Date	13-05-2022	
Quote No	Nil	
Quote Date	26-04-2022	
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	900.00	0.00	18.00	10,620.00
2	6549 - Paints - White Cement - 25kgs - bags	10.00	535.00	0.00	28.00	6,848.00
3	6548 - Paints - Janata Paste - NA - kgs *500grms*	40.00	80.00	0.00	18.00	3,776.00

Rupees : Twenty One Thousand Two Hundred Fourty Four Only. **Total Order Value . . .** **21,244.00**

<u>Terms and Conditions :-</u>

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 : 17/05/2022

Accepted the above Terms And Conditions

For ***Ganesh Tube Traders***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	10.05.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169780
Material required before date:		ID No.	76395

No	Description	Size	Quantity	Units	Inward No	Date
1.	Wall care putty	20kg	10	Bags		
2.	White cement 88233	25kg	10	Bags		
3.	Janatha paste	500grams	40	Nos		

Remarks: For stock replenishig purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY 11 MAY 2022 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	10.05.2022	Sign. & Date	

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