PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/5/22	Prepared by	Kavitha	Serial no.	4306
Supplier name	Santhosh Tarpaulin			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	20/4/22	PO/WO No.	87946	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	160	17/5/22	27,090/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	27,090/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 107388	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:	27,090/-
Amount E – PO / WO value:	27,090/-
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				
Sign:	20/5/22	26 MAY 2022			
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
MINISH 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

SANTHOSH TARPAULIN

2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District – 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC
Email id: santhoshtarp@gmail.com
Cell: 9642662732
Bank Account : AXIS BANK
Acc.No.919020039284737
IFSC CODE :UTIB0001378

To SUMMIT SALES LLP
5-4-187/3&3 IInd floor MG ROAD
SECUNDERABAD 500003
GSTIN No. 36ACQFS2044C1Z7

Invoice No: **160**
Invoice Date: 17/05/2022
P.O.No.87946/169734
P.O.Date: 11.05.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	SAFETY NET 3 MTR X 10MTR	5608	10 NOS	@ 2,580.00	**25,800.00**

Rupees in words TWONTY SEVEN THOUSAND NINTY ONLY

Total ::	**25,800.00**
CGST @ 2.5 %	**645.00**
SGST @ 2.5 %	**645.00**
IGST 18% ::	
Grand Total ::	**27,090.00**

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD
Inward No: 18155 Dt: 17/5/22
MRN No: 107388 Dt: 19/5/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No: 94590
Date: 20/5
Sign:
R.R. DIST.

Purchase Order

 04-05-2022 16:02:20

87946
20.04.22 3:26:43

Copy

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

Supplier Details			
Santosh Tarpaulin	**Doc No**	87946	169734
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc Date**	04-05-2022	
	Quote No	Nil	
GSTIN 36ATWPA1307P1ZC	**Quote Date**	04-05-2022	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	6033 - Miscellaneous - Safety Net - NA - nos *3metersx 10 meters*	30.00	2,580.00	0.00	5.00	81,270.00
					Total Order Value . . .	**81,270.00**

Rupees : Eighty One Thousand Two Hundred Seventy Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'ICON' brand, double core. Blue HDPE net Border mounted with 12mm Poly Propline yellow colour rope with tie cord, Rs 86/- per sq.mtr. + tax.
Payment Terms	After delivery and production of bill.
Tax	All taxes included in above price.
Delivery Date	Within 7 days.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Included in above price.
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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

APPROVED BY
6 MAY 2022
SOHAM MODI
MANAGING DIRECTOR

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

PART DELIVERY DETAILS

Bill no.	Bill Dt.	Amount
158	11/05/22	54,180/-

Bal:- 27,090/-

APPROVED BY
06 MAY 2022
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For *Santosh Tarpaulin*

Name :

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	26.04.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169734
Material required before date:		ID No.	76021

No	Description	Size	Quantity	Units	Inward No	Date
1.	Safety Net 87946	3mt x 10mts	30	Nos		

Remarks: For Stock repleneshing purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY
Sign.& Date	26.04.2022	Sign. & Date	27 APR 2022 SOHAM MODI MANAGING DIRECTOR

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