PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	28/05/22	Prepared by	Vanajarthi	Serial no.	**4539**
Supplier name	Sri Laxmi Ganesh Steels & Hardware			HO inward no.	
Firm/Company	SSLLP	Project	SSLLP-SOV	HO received date	
PO/WO date	6/05/22	PO/WO No.	88018	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	030	26/04/22	13,628/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	13,628/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	107808	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:	13,628/-
Amount E – PO / WO value:	13,629/-
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	6/06/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajarthi				
Sign:	[signature]				
Date	28/05/22				
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.

88018

GSTIN - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh,Design Articals

6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.

Email : srilaxmiganeshsteels@gmail.com

PO - 88018

M/s. Summit Sales LLP
MG. Road

Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 030
Date : 26/4/22
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	M.S Sq Hinges	100 Nos	105/-	10,500	- 00
	4" Grinding Wheel	30 Nos	35/-	1050	- 00
			Total	11,550	- 00
			SGST @ 9 %	1039	00
			CGST @ 9 %	1039	- 00
			IGST @ 18 %		
			Roundup		
			Grand Total	13628	- 00

IN WARD
Inward No: 10664 Dt: 29/4/22
MRN No: 107808 Dt:
Received By: Sign:
SSLLP-SOV

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words :

SUMMIT SALES LLP
IN WARD
No: 93995
Date: 4/5/22
Sign:
R.R. DIST.

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

  17-05-2022 1:01:50 PM

88018
27.04.22 12:24:11

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

Supplier Details			
Sri Laxmi Ganesh Steels & Hardware	**Doc No**	88018	169767
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	06-05-2022	
	Quote No	NIL	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	05-05-2022	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2126 - Carpentry - hardware - MS Hinges - 8 In - nos	100.00	105.00	0.00	18.00	12,390.00
2	9550 - Tools - Machine Blade - other - nos *Grinding wheel- 4"*	30.00	35.00	0.00	18.00	1,239.00
					Total Order Value . . .	**13,629.00**

Rupees : Thirteen Thousand Six Hundred Twenty Nine Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	100% as advance
Tax	Included in the above price
Delivery Date	Material delivered.
Delivery Location	SSLLP-SOV 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 resreve the right to reject the item not confirming to the specifications . Above order for material stock replenishingpurpose.
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 delivery/DC can be sent by email.'

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Sri Laxmi Ganesh Steels & Hardware***

Name : ____________

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	05.05.2022
Site & Phase :	SSLLP-SOV	Time:	10:57
Supplier		Req.No.	169767
Material required before date:		ID No.	76225

N o	Description	Size	Quantity	Units	Inward No	Date
1.	MS Square Hinges		100	Nos		
2.	Grinding Wheel	4"	30	Nos		

Remarks: For stock repelneshing purpose.

Prepared By	Vanajakshi	Approved by	
Sign.& Date	05.05.2022	Sign. & Date	

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

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