PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	30/05/2022	Prepared by	MINISH	Serial no.	4613
Supplier name	Global Safety Solutions.			HO inward no.	
Firm/Company	SSLLP.	Project	SHLLP.	HO received date	
PO/WO date	24/05/2022	PO/WO No.	88544	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1971	28/05/2022	1,298/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,298/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 107829. — 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:	1,298/-
Amount E – PO / WO value:	1,298/-
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	13/05/2022
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:					
Date		30 MAY 2022 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

(ORIGINAL FOR RECIPIENT)

GLOBAL SAFETY SOLUTIONS #5-5-48,Ranigunj, Secunderabad-500003 GSTIN/UIN: 36AAOFG9573A1Z5 State Name : Telangana, Code : 36 E-Mail : gss.infoteam@gmail.com	Invoice No. **1971**	Dated **28-May-22**
	Delivery Note	Mode/Terms of Payment
	Buyer's Order No. **88544-169811**	Dated **28-May-22**
Buyer (Bill to) **Summit Sales LLP** M G Road, Secunderabad GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36 Place of Supply : Telangana	Dispatch Doc No.	Delivery Note Date
	Dispatched through	Destination
	Terms of Delivery	

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Freeman Steel Measuring Tape 5 Mtr Max** *Levo*	90178010	18 %	**10.00 Nos**	110.00	Nos		**1,100.00**
	CGST@9%				*9*	%		**99.00**
	SGST@9%				*9*	%		**99.00**
	Total			**10.00 Nos**				**₹ 1,298.00**

18205 INWARD
Inward No: 18205 Dt: 28/5/22
MRN No: 107829 Dt: 29/5/22
Received By: Sign:
SUMMIT SALES LLP

E. & O.E

Amount Chargeable (in words)

INR One Thousand Two Hundred Ninety Eight Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
90178010	1,100.00	9%	99.00	9%	99.00	198.00
Total	**1,100.00**		**99.00**		**99.00**	**198.00**

Tax Amount (in words) : **INR One Hundred Ninety Eight Only**

Company's PAN : **AAOFG9573A**

Declaration

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

Company's Bank Details
Bank Name : **AXIS BANK**
A/c No. : **919020070179320**
Branch & IFS Code : **MG Road, Secunderabad & UTIB0000068**

Customer's Seal and Signature

for GLOBAL SAFETY SOLUTIONS

Authorised Signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 94911
Date: 28/5
Sign:

This is a Computer Generated Invoice

Purchase Order

 24-05-2022 16:15:41

88544
20.05.22 3:37:20

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

Supplier Details			
Global Safety Solutions 5-5-48, Ranigunj, secunderbad	**Doc No**	88544	169811
	Doc Date	24-05-2022	
	Quote No	Nil	
GSTIN 36AAOFG9573A1Z5	**Quote Date**	24-05-2022	
9502555088/9581228898	**SupplyType**	Supply	

Kind Attn : Mr.Qasim Hussain/AQ Shakir

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	10.00	110.00	0.00	18.00	1,298.00
					Total Order Value . . .	**1,298.00**

Rupees : One Thousand Two Hundred Ninty Eight Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	Within 15days of delivery of all materials & 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 maintain 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 delivery /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name : ________________

Accepted the above Terms And Conditions

For ***Global Safety Solutions***

Name : ________________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	20.05.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169811
Material required before date:		ID No.	76654

No	Description	Size	Quantity	Units	Inward No	Date
1.	Measurement Tapes 88544	5mtrs	10	Nos		
2.	MS Nails	21/2"	50	Kgs		
3.	MS Nails 88543	2"	50	Kgs		
4.	PlasticGampa	17"	60	Nos		

Remarks: For stock replenishig purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY
Sign.& Date	21.05.2022	Sign. & Date	23 MAY 2022 SOHAM MODI MANAGING DIRECTOR

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