

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 30/05/2022		Prepared by: MINISH		Serial no. 4621	
Supplier name: Jm Krupa Agency				HO inward no.	
Firm/Company: SHCLP		Project: SHCLP		HO received date	
PO/WO date: 23/05/2022		PO/WO No. 88521		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	08	25/05/2022	21,240/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 21,240/-

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

MRN nos.: 107827	Proof of delivery matches MRN	☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 21,240/-

Amount E – PO / WO value: 21,240/-

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: 06/06/2022

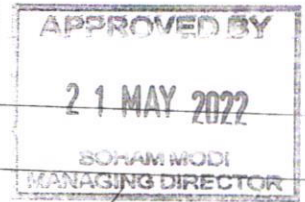
Remarks:

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

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		20.05.2022	
Site & Phase :		SHLLP		Time:		10:57	
Supplier				Req.No.		169805	
Material required before date:				ID No.			
				76652			
N o	Description	Size	Quantity	Units	Inward No	Date	
1.	Wall care putty	20kg	30	Bags			
2.	White cement	25kg	10	Bags			
3.	Araldite	500grams	40	Nos			
4.	Green hose pipe	3/4"	20	Bundles			
Remarks: For stock replenishig purpose.							
Prepared By		Vanajakshi		Approved by			
Sign.& Date		21.05.2022		Sign. & Date			



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

JIN KRUPA AGENCY

Plot No 25/B/G, 10-3-150 St Johns Road,
East Marredpally Secunderabad
GSTIN/UIN: 36AEMPM4587N1ZL
State Name : Telangana, Code : 36

Invoice No.

8

Dated

25-May-22

Delivery Note

Mode/Terms of Payment

Dispatch Doc No.

88521

Delivery Note Date

Dispatched through

Destination

Terms of Delivery

Consignee (Ship to)

Summit Sales Llp

GSTIN/UIN : 36ACQFS2044C1Z7

State Name : Telangana, Code : 36

Buyer (Bill to)

Summit Sales Llp

GSTIN/UIN : 36ACQFS2044C1Z7

State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	GST Rate	MRP/ Marginal	Quantity	Rate	per	Amount
1	Pvc Green Breaded	39173290	18 %		20 NOS	900.00	NOS	18,000.00
	CGST							1,620.00
	SGST							1,620.00
INWARD Inward No: 18200 Dt: 28/5/22 MRN No: 107827 Dt: 29/5/22 Received By: Sign: SUMMIT SALES LLP								
Total					20 NOS			₹ 21,240.00

Amount Chargeable (in words)

E. & O.E

INR Twenty One Thousand Two Hundred Forty Only

	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
	18,000.00	9%	1,620.00	9%	1,620.00	3,240.00
Total:	18,000.00		1,620.00		1,620.00	3,240.00

Tax Amount (in words) : **INR Three Thousand Two Hundred Forty Only****JIN KRUPA AGENCY**

Plot No.56, H.No: 4-03-059,

Ground Floor, Sarva Sukhi Colony,

West Marredpally, Secunderabad - 500006

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 : Hdfc Bank

A/c No. : 50200059117910

Branch & IFS Code : East Maradpally & HDFC0001293

for JIN KRUPA AGENCY

Authorised Signatory



Purchase Order

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23-05-2022 15:50:34

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



88521

20.05.22 3:37:20

Supplier Details

Jinkrupa Agency
4-3-75/3, Hill Street, Sec-Bad -500 003

GSTIN 36AEMPM4587N1ZL

2771-0119

98496-06725

Doc No	88521	169805
Doc Date	23-05-2022	
Quote No	Nil	
Quote Date	30-04-2022	
SupplyType	Supply	

Kind Attn : Mr. Hemal H. Mehta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7353 - Plumbing - other - Green Hose pipe - Other - Mtrs 20 Bundle	600.00	30.00	0.00	18.00	21,240.00
Total Order Value . . .					21,240.00

Rupees : Twenty One Thousand Two Hundred Fourty Only.

Terms and Conditions :-

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
Penalty 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. 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 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 **Jinkrupa Agency**

Name : _____

Date : ____/____/____