PURCHASE DIVISION
Advice for approval for credit to supplier

\Date:	30/05/2022	Prepared by	MINISH.	Serial no.	4608
Supplier name	Akshaya Trader's.			HO inward no.	
Firm/Company	SHLLP.	Project	SHLLP.	HO received date	
PO/WO date	24/05/2022	PO/WO No.	88547.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	085	27/05/2022	7,073/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	7,073
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	107826.	Proof of delivery matches MRN	☑ Yes □ No

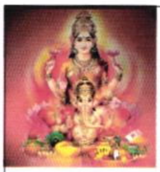
Amount B –Other Credits : Transportation charges	-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	7,073/-
Amount E – PO / WO value:	7,505/-
Amount F – Difference (A – E):	432/-
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	06/06/2022
Remarks: Rate Difference.	

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

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



AKSHAYA TRADERS 6-4-392/1, GROUND FLOOR, KRISHNA NAGAR COLONY, BHOLAKPUR MUSHEERABAD, HYDERABAD GSTIN/UIN: 36BFYPA0121A1Z3 State Name : Telangana, Code : 36 Contact : +91 9959611144	Invoice No. **2022-23/85**	Dated **27-May-2022**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Consignee **SUMMIT SALES LLP** 5-4-187/3&4, IInd Floor, MG Road, Secunderabad -500003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **88547 169815**	Dated **24-May-2022**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
Buyer (if other than consignee) **SUMMIT SALES LLP** 5-4-1387/3&4, IInd Floor, MG Road, Secunderabad-500003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Terms of Delivery	

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**GI- Bucket**	6023	**36.0 Nos**	110.00	Nos	**3,960.00**
2	**Spades with Handles**	8201	**20.0 Nos**	120.00	Nos	**2,400.00**
						6,360.00
	Output CGST @ 9%			9	%	**356.40**
	Output SGST @ 9%			9	%	**356.40**
	Total		**56.0 Nos**			**₹ 7,072.80**

Amount Chargeable (in words) *E. & O.E*

INR Seven Thousand Seventy Two and Eighty paise Only

Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3,960.00	9%	356.40	9%	356.40	712.80
2,400.00	0%		0%		
Total: 6,360.00		**356.40**		**356.40**	**712.80**

Tax Amount (in words) : **INR Seven Hundred Twelve and Eighty paise Only**

INWARD
Inward No: 18199 Dt: 28/5/22
MRN No: 107826 Dt: 29/5/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD No: 94907
Date: 28/5
Sign:
R.R. DIST.

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. : **50200044551375**
Branch & IFS Code : **SECUNDERABAD & HDFC0002479**

Customer's Seal and Signature

for AKSHAYA TRADERS
AKSHAYA TRADERS HYDERABAD
A-250
Authorised Signatory

This is a Computer Generated Invoice

 24-05-2022 16:15:41

Purchase Order

:.Copy

88547
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

Akshaya Traders
6-4-392/1, New Bholakpur, Secunderbad

GSTIN 36BFYPA0121A1Z3
9381004542 9959611144

Doc No	88547	169815
Doc Date	24-05-2022	
Quote No	Nil	
Quote Date	24-05-2022	
SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6023 - Miscellaneous - GI- Bucket - other - nos	36.00	110.00	0.00	18.00	4,672.80
2	9570 - Tools - Spade with handle - NA - nos	20.00	120.00	0.00	18.00	2,832.00
Rupees : Seven Thousand Five Hundred Four and Paise Eighty Only.				**Total Order Value . . .**		**7,504.80**

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST 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 items not confirming to qlty & specs. Breakage in your account. 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 : ______

Accepted the above Terms And Conditions

For ***Akshaya Traders***

Name : ______

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	21.05.2022
Site & Phase :	SHLLP	Time:	10.57
Supplier		Req.No.	169815
Material required before date:		ID No.	76658

No	Description	Size	Quantity	Units	Inward No	Date
1.	GI Buckets 88547		36	Nos		
2.	Plastic Bluesheet 88548	24x18	20	Nos		
3.	Bluesheet	12x18	10	Nos		
4.	Spade with handle		20	Nos		
5.	Safety indication ribbon 88550		10	Nos		
6.	Safety Belt		50	Nos		
7.	Orange Jackets		300	Nos		

Remarks: For stock replenishig purpose.

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

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