B

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	17/06/22	Prepared by	Vanajakshi	Serial no.	5240
Supplier name	Global safety Solutions			HO inward no.	
Firm/Company	SSLLP	Project	STHLLP	HO received date	
PO/WO date	11/06/22	PO/WO No.	88731	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1989	11/06/22	4,480/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4,480/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	108576	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:	4,480/-
Amount E – PO / WO value:	4,480/-
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	27/06/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	[signature]				
Date	17/06/22				
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.

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. **1989**	Dated **11-Jun-22**
	Delivery Note	Mode/Terms of Payment
	Buyer's Order No. **88731-169834**	Dated **11-Jun-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	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**First Aid Box**	30065000	12 %	**5.00 Nos**	800.00	Nos		**4,000.00**
	CGST@6%				6	%		**240.00**
	SGST@6%				6	%		**240.00**
	Total			**5.00 Nos**				**₹ 4,480.00**

INWARD
Inward No: 18302 Dt: 16/6/22
MRN No: 108576 Dt: 17/06/22
Received By: Sign:
SUMMIT SALES LLP

E. & O.E

Amount Chargeable (in words)

INR Four Thousand Four Hundred Eighty Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
30065000	4,000.00	6%	240.00	6%	240.00	480.00
Total	**4,000.00**		**240.00**		**240.00**	**480.00**

Tax Amount (in words) : **INR Four Hundred Eighty Only**

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 95652
Date: 17/6/22
Sign:

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

This is a Computer Generated Invoice

Purchase Order

 30-05-2022 12:11:18

Origin

88731

20.05.22 3:37:22

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 **GSTIN** 36AAOFG9573A1Z5 9502555088/9581228898	**Doc No**	88731	169834
	Doc Date	30-05-2022	
	Quote No	Nil	
	Quote Date	30-05-2022	
	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	4028 - Consumables - First -Aid Kit - NA - boxes	5.00	800.00	0.00	12.00	4,480.00
			Total Order Value . . .			**4,480.00**

Rupees : Four Thousand Four Hundred Eighty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Transportation Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock repleneshing purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

Name : 30/05/2022

Accepted the above Terms And Conditions
For *Global Safety Solutions*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	26.05.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169834
Material required before date:		ID No.	76830

No	Description	Size	Quantity	Units	Inward No	Date
1.	Acid	1liter	60	Nos		
2.	Bombay Brooms	Big	50	Nos		
3.	Coconut Brooms		100	Nos		
4.	Wiper		10	Nos		
5.	Sponges 88730		500	Nos		
6.	PVC Bucket		10	Nos		
7.	Harpic cleaner 88729	500ml	20	Nos		
8.	Mopping stick		30	Nos		
9.	Lizol	500ml	24	Nos		
10.	Colin	500ml	20	Nos		
11.	First Aid kit 88731		5	Nos		

Remarks: For stock replenishig purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY 28 MAY 2022 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	26.05.2022	Sign. & Date	

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