

PURCHASE DIVISION
Advice for approval for credit to supplier

②

Date: 17/06/22		Prepared by: Vamjathi		Serial no.	
Supplier name: Granesh tube rodery				HO inward no.	
Firm/Company: SSKLP		Project: SHLP		HO received date	
PO/WO date: 10/06/22		PO/WO No: 89121		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	160	14/06/22	3,776/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				3,776/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.: 108581		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:				3,776/-	
Amount E – PO / WO value:				3,776/-	
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:	Vamjathi				
Sign:					
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.



The Strong to Report

Bill To :

SUMMIT SALES LLP

5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad

36ACQFS2044C1Z7

Telangana

Ship To :

SUMMIT SALES LLP

5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad

36ACQFS2044C1Z7

Telangana

Invoice No. : 160

Ref. No. : 89121

Invoice Date : 14-Jun-2022

Destination :

Vehicle No. :

E-way Bill No :

Despatch From :

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	J PASTE	350699	18 %	40 NO	80.00	NO		3,200.00
	CGST							288.00
	SGST							288.00

INWARD	
Inward No: 8297	Dt: 16/6/22
MRN No: 108581	Dt: 17/6/22
Received By:	Sign: 
SUMMIT SALES LLP	

Total:	3,776.00
--------	----------

Total Amount In Words: **INR Three Thousand Seven Hundred Seventy Six Only**

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
350699	3,200.00	9%	288.00	9%	288.00	576.00
Total	3,200.00		288.00		288.00	576.00

Tax Amount (in words) : **INR Five Hundred Seventy Six Only**

Company's Bank Details

Bank Name : HDFC BANK

A/c No. : 50200014835551

Branch & IFS Code: PG ROAD, SEC-BAD & HDFC0000042

Declaration

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



For GANESH TUBE TRADERS

Authorised Signatory



5-2-270, PLOT NO. 29, HYDERBASTI,
RANIGUNJ , SECUNDERABAD-3
TELANGANA PIN 500003

Ph.: 04066568587 9246330441

Email : ganeshtraders@gmail.com

Purchase Order

Page(s) 1 Of 1

11-06-2022 12:45:23



89121

07.06.22 12:13:53

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

Supplier Details

Ganesh Tube Traders
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.

GSTIN 36ADBPJ8881C1ZJ

9246330441.

66568587/ 66384751

9949248666

Doc No	89121	169883
Doc Date	10-06-2022	
Quote No	Nil	
Quote Date	26-04-2022	
SupplyType	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6548 - Paints - Janata Paste - NA - kgs 500grms	40.00	80.00	0.00	18.00	3,776.00
Total Order Value . . .					3,776.00

Rupees : Three Thousand Seven Hundred Seventy Six 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. Final payment as per actual weightment. 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

Accepted the above Terms And Conditions

For **Ganesh Tube Traders**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		SSLLP		Date:		8.06.2022	
Site & Phase :		SSHLP		Time:		10:00	
Supplier				Req.No.		169883	
Material required before date:		10.01.2022		ID No.		77158	
N o	Description	Size	Quantity	Units	Inward No	Date	
1.	Janatha paste 89121		40	Nos			
2.	Indigo floor paint,yellow 89123	4liters	4	Nos			
3.	Green Hose pipe 89122	3/4"	600	Mtrs			
Remarks: For Stock Replenishing Purpose							
Prepared By		N.Vanajakshi		Approved by			
Sign.& Date		8.06..2022		Sign. & Date		08 JUN 2022	

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

