

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: <u>25/06/22</u>		Prepared by: <u>MINISH</u>		Serial no.: <u>5479</u>	
Supplier name: <u>Pratibha Sanitary.</u>				HO inward no.:	
Firm/Company: <u>SSCLP.</u>		Project: <u>SHLLP.</u>		HO received date:	
PO/WO date: <u>11/06/22</u>		PO/WO No.: <u>89131</u>		Scan ID.:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	<u>240</u>	<u>14/06/22</u>	<u>20,716/-</u>	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 20,716/-

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

MRN nos.: <u>108582</u>	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: 20,716/-

Amount E – PO / WO value: 20,716/-

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: 05/07/2022

Remarks:

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:					
Sign:					
Date					
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 weightment 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.

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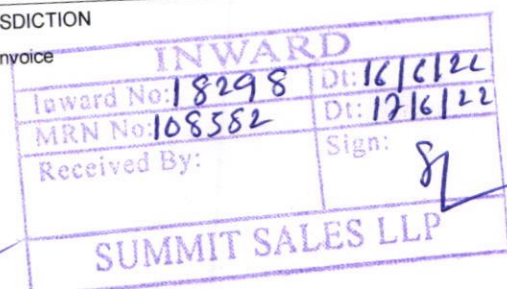
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(ORIGINAL FOR RECIPIENT)

Cherlapally



Purchase Order

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11-06-2022 11:34:09



89131

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

Praful Sanitary
3-6-138/5, Himayat Nagar, Hyderabad.

GSTIN 36ACWPG864A1ZG 40077300
65526886. 9849624797

Doc No	89131	169879
Doc Date	11-06-2022	
Quote No	Nil	
Quote Date	11-06-2022	
SupplyType	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7041 - Plumbing - CP - Sq. Jali without hole - 6 In x6 In - nos	20.00	190.00	30.00	18.00	3,138.80
2 7026 - Plumbing - CP - Extension Nipple - 1/2 In - nos	90.00	72.00	30.00	18.00	5,352.48
3 7047 - Plumbing - CP - Waste coupling - 1/2 thread - nos	20.00	275.00	30.00	18.00	4,543.00
4 7327 - Plumbing - PVC - Connection - 2 ft - nos	60.00	120.00	30.00	18.00	5,947.20
5 7284 - Plumbing - PVC - Waste Pipe - other - nos	60.00	35.00	30.00	18.00	1,734.60
Total Order Value					20,716.08

Rupees : Twenty Thousand Seven Hundred Sixteen and Paise Eight Only.

Terms and Conditions :-

Specification /	As per details given in the quotation. Sl.no.1,2-'Camry' brand
Payment Terms	After delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	Within 2days.
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	5yrs on Sl.no.1,2
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. 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 delivery /DC can be sent by email.

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Praful Sanitary**

Date : ____/____/____

Name : _____

Requisition Form

Company Name:	SSLLP	Date:	8.06.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169879
Material required before date:	10.01.2022	ID No.	77154

N o	Description	Size	Quantity	Units	Inward No	Date
1.	CP-Wall mixture		16	Nos		
2.	CP-Sink cock with swivel spout		15	Nos		
3.	CP-Short body		10	Nos		
4.	C-Shower Arm		10	Nos		
5.	CP-Double square jalli 89131		20	Nos		
6.	CP-Extension nippal	1/2"x1"	90	Nos		
7.	CP-Wash basin waste coupling		20	Nos		
8.	Sanitary-wall hung rag bolts		40	Nos		
9.	CP-Health faucet		25	Nos		
10.	Sanitary-SS sink 89130	20"x17"	10	Nos		
11.	Sanitary rag bolts wash basin		40	Nos		
12.	Sanitary concealed flush tank plates 89129		20	Nos		
13.	Waste pipe		60	Nos		
14.	PVC connection	2"	60	Nos		

Remarks: For Stock Replenishing Purpose

Prepared By	N. Vanajakshi	Approved by	
Sign. & Date	8.06.2022	Sign. & Date	

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

