PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/06/22	Prepared by	MINISH	Serial no.	5480
Supplier name	Praful Sanitary			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP.	HO received date	
PO/WO date	10/05/22	PO/WO No.	89119.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	239.	14/06/22	6,319/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	6,319/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 108585.	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:	6,319/-
Amount E – PO / WO value:	6,318/-
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	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
25 JUN 2022
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.

GST INVOICE

(ORIGINAL FOR RECIPIENT)

PRAFUL SANITARY 3-6-429/6,SRI SAI TOWER, St.No.4 HIMAYAT NAGAR HYDERABAD GSTIN/UIN: 36ACWPG4864A1ZG State Name : Telangana, Code : 36 E-Mail : prafulsanitary@gmail.com	Invoice No. **PS/22-23/ 239**	Dated **14-Jun-22**
	Delivery Note **Invoice**	
	Reference No. & Date.	Other References **Credit**
Buyer (Bill to) **Summit Sales LLP** 5-4-187/3&4, IInd Floor, M.G Road Secunderabad GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **89119**	Dated **11-Jun-22**
	Dispatch Doc No. **Invoice**	Delivery Note Date **14-Jun-22**
	Dispatched through **Self**	Destination **Cherlapally**

SI No.	Description of Goods and Services	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Tile Grout (Ivory)**	3214	18 %	**100 Kg**	42.00	Kg	15 %	**3,570.00**
2	**Tile Grout (White)**	3214	18 %	**50 Kg**	42.00	Kg	15 %	**1,785.00**
								5,355.00
	Output CGST							**481.95**
	Output SGST							**481.95**
	ROUNDING OFF							**0.10**
	Total			**150 Kg**				**₹ 6,319.00**

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

Indian Rupees Six Thousand Three Hundred Nineteen Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3214	5,355.00	9%	481.95	9%	481.95	963.90
99		9%		9%		
99		14%		14%		
Total	**5,355.00**		**481.95**		**481.95**	**963.90**

Tax Amount (in words) : **Indian Rupees Nine Hundred Sixty Three and Ninety paise Only**

Company's PAN : **ACWPG4864A**

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

for PRAFUL SANITARY

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

PRAFUL SANITARY HIMAYATNAGAR HYDERABAD-29.

PROPERTIES PVT. LTD. ...BAD INWARD No. 751 Date 17/6/22 Sign.

INWARD
Inward No: 18299 Dt: 16/6/22
MRN No: 108585 Dt: 17/6/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 95891 Date: 24/6/22 Sign:

Purchase Order

11-06-2022 11:34:09

89119

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.	**Doc No**	89119	169884
	Doc Date	10-06-2022	
	Quote No	Nil	
GSTIN 36ACWPG864A1ZG 40077300	**Quote Date**	11-04-2022	
65526886. 9849624797	**SupplyType**	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3134 - Chemicals - Tile Grout - 1kg - pkts *Silk*	100.00	42.00	15.00	18.00	4,212.60
2	3134 - Chemicals - Tile Grout - 1kg - pkts *White*	50.00	42.00	15.00	18.00	2,106.30
			Total Order Value . . .			**6,318.90**

Rupees : Six Thousand Three Hundred Eighteen and Paise Ninty Only.

Terms and Conditions :-

Specification /	All items shall be of MYK 'Laticrete' brand.
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	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 is for Stock maintanpurpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Praful Sanitary***

Name : ____________________

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	8.06.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169884
Material required before date:	10.01.2022	ID No.	77150

No	Description	Size	Quantity	Units	Inward No	Date
1.	Tile Grout-Silk 89119	1kg	100	Kgs		
2.	Tile Grout-White	1kg	50	Kgs		

Remarks: For Stock Replenishing Purpose

			APPROVED BY
Prepared By	N.Vanajakshi	Approved by	10 JUN 2022
Sign.& Date	8.06..2022	Sign. & Date	SOHAM MODI MANAGING DIRECTOR

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