

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		25/06/22	Prepared by		G. Bhagath	Serial no.		5492	
Supplier name		AKSHAYA TRADERS.				HO inward no.			
Firm/Company		SSUP	Project		SHLP	HO received date			
PO/WO date		20-06-22	PO/WO No.		89293	Scan ID.			
Sl no.	Bill no.		Bill date		Bill amount		Original attached		
1.	2022-23/118		21-Jun-2022		5015/-		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
2.							<input type="checkbox"/> Yes <input type="checkbox"/> No		
3.							<input type="checkbox"/> Yes <input type="checkbox"/> No		
4.							<input type="checkbox"/> Yes <input type="checkbox"/> No		
Amount A – Bills total (Excluding Transport & Hamali Charges):							5015/-		
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report									
MRN nos.:		108763.			Proof of delivery matches MRN		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Amount B – Other Credits : Transportation charges							-		
Amount C – Other Debits :							-		
Amount D (D=A+B-C) – Amount to be credited to the supplier:							5015/-		
Amount E – PO / WO value:							5015/-		
Amount F – Difference (A – E):							-		
Quantity received as per PO / WO			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received						
Close PO / WO			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other						
Payment – due date			04/07/22						
Remarks:									
Approved by		Purchase Officer		Purchase Manager		M D		Accountant	
Name:		G. Bhagath							
Sign:									
Date		25/06/22.							
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 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.

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. 2022-23/118	Dated 21-Jun-2022
Delivery Note	Mode/Terms of Payment
Supplier's Ref.	Other Reference(s)

Consignee
SUMMIT SALES LLP
 HYD
 GSTIN/UIN : 36ACQFS2044C1Z7
 State Name : Telangana, Code : 36

Buyer's Order No. 89293	Dated 20-Jun-2022
Despatch Document No.	Delivery Note Date
Despatched through	Destination

Buyer (if other than consignee)
SUMMIT SALES LLP
 HYD
 GSTIN/UIN : 36ACQFS2044C1Z7
 State Name : Telangana, Code : 36

Terms of Delivery

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	Carpentry Hardware Holdfast ✓	2105	50 KGS	85.00	KGS	4,250.00
	<i>Output CGST @ 9%</i>				9 %	382.50
	<i>Output SGST @ 9%</i>				9 %	382.50
	Total		50 KGS			₹ 5,015.00

INWARD

Inward No: 18323	Dt: 22/6/22
MRN No: 108763	Dt: 23/6/22
Received By:	Sign: <i>[Signature]</i>

SUMMIT SALES LLP

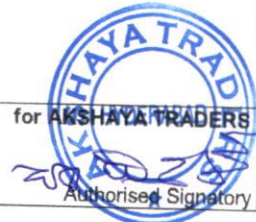
Amount Chargeable (in words) **INR Five Thousand Fifteen Only** E. & O.E

Taxable Value	Central Tax		State Tax		Total Tax Amount
	Rate	Amount	Rate	Amount	
4,250.00	9%	382.50	9%	382.50	765.00
Total: 4,250.00		382.50		382.50	765.00

Tax Amount (in words) : **INR Seven Hundred Sixty Five Only**



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



for **AKSHAYA TRADERS**
 Authorised Signatory

Purchase Order

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20-06-2022 14:57:18



PY

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

89293
07.06.22 12:13:54

Supplier Details		Doc No	89293	169904
Akshaya Traders	6-4-392/1, New Bholakpur, Secunderbad	Doc Date	20-06-2022	
GSTIN 36BFYPA0121A1Z3		Quote No	Nil	
9381004542	9959611144	Quote Date	20-06-2022	
		SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2105 - Carpentry - hardware - Holdfast - other - kgs	50.00	85.00	0.00	18.00	5,015.00
Total Order Value . . .					5,015.00

Rupees : Five Thousand Fifteen 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. Above order for Stock replenishing purpose.

Completion Date Nil

Measurement 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 invoice 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 **Akshaya Traders**

Name : _____

Date : ___/___/___

Requisition Form									
Company Name:		SSLLP			Date:		16.06.2022		
Site & Phase :		SSLLP-SOV			Time:		12:00		
Supplier:					Req. No.		169904		
Material required before date:		19.06.2022			ID No.		77326		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date			
1	CHEM6602-Chemicals-Tiles Adhesive--Roff -25Kgs-Bag 89292	30	27	30					
2	HARD2752-Hardware-Hold fast---100mm-Kgs 89293	50	201	50					
3									
4									
5									
6									
7									
8									
9									
10									
Remarks:		For Stock Replenishing Purpose.							
Prepared By:		Engineer			Project Manager		Purchase		
Approved By:		N. Vanajakshi					MD		
Sign & Date:		16.06.2022							


APPROVED BY
18 JUN 2022
SOHAM MOBI
MANAGING DIRECTOR