(6)

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	25/06/22	Prepared by	Vanajakshi	Serial no.	5502
Supplier name	Avishna Distributors			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	15/6/22	PO/WO No.	89209	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	50	15/06/22	39,360/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	39,360/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	108721	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:	39,360/-
Amount E – PO / WO value:	39,360/-
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	04/07/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi	APPROVED			
Sign:	[signature]	28 JUN 2022			
Date	25/06/22	MINISH PARIKH MANAGER PROCUREMENT			
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.

GSTIN : 36FSTPS6819H1ZS TAX INVOICE Mobile : 7075153859

AVIGHNA DISTRIBUTORS

House Keeping and Office Need Stationary Material.

B-80, JJ Nagar, Defence Colony, Neredmet, Hyderabad, Medchal-Malkajgiri, Telangana 500094

Name :	SUMMIT SALES LLP	Invoice No : 50
Address:	5-4-187/3&4, II nd floor, MG Road, Secunderabad - 500003	Date : 15-06-2022
GSTIN :	36ACQFS2044C1Z7	Po No:- 89209
State:	Telangana state code: 36	Payments Terms :- 25 Days
		Delivery Adress :- Cherlapally

S. No.	Description of Goods	HSN Code	Qty	Rate	Taxable Amount 5%	12%	18%	Amount
1	Soft Brooms	9603	50 Nos	80				4000
2	Dettol Hand Wash	3402	48 Nos	80			3840	
3	Acid (1 Ltr)	3402	60 Nos	15			900	
4	Pvc Bucket With Mug	4006	10 Nos	220			2200	
5	Room Freshner	9616	24 Nos	80			1920	
6	White Mopping Cloth	3405	120 Nos	16	1920			
7	Lizol (500 ML)	3808	48 Nos	78			3744	
8	Phenyl (1 Ltr)	3402	20 Nos	39			780	
9	Vim Bar Big	3405	24 Nos	45			1080	
10	Wheel Surf (500 grms)	3404	30 Nos	31			930	
11	Air Freshner (50grms)	9616	36 Nos	42			1512	
12	Colin (500 ML)	3923	40 Nos	78			3120	
13	Harpic (500 ML)	8480	24 Nos	83			1992	
14	Mopping Stick	9603	30 Nos	120			3600	
15	Green Scrubber	4055	24 Nos	10			240	
16	Water Bottle (1 Ltr)	3924	60 Nos	40			2400	

92-416364748

		5%	12%	18%	Amount
Rupees in words --------------------	**Total Amount before Tax**	1920		28258	4000
Thirty Nine Thousand Three Hundered	**Add : CGST**	48		2543	
Sixty Rupees Only /-	**Add : SGST**	48		2543	
	GRAND TOTAL	2016		33344	**39360**

Bank Details : Kotak Mahindra Bank
Account No : 7945120725
Branch : General Bazar , Sec-Bad
IFSC Code : KKBK0007450

1.Goods once sold will not taken back or exchangd
2.Subject to Hyderabad. Jurisdiction.E.&.O.E.

Cerified that the particulares given above are true and correct
For AVIGHNA DISTRIBUTORS
Chandra Mohan
Authorised Signature

AVIGHNA DISTRIBUTORS HYD.

INWARD
Inward No: 18315 Dt: 20/6/22
MRN No: 108721 Dt: 21/6/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
INWARD No: 95778
Date: 21/6/22
Sign:

Purchase Order

 16-06-2022 12:27:13

89209
07.06.22 12:13:54

Copy

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

Supplier Details

Avighna Distributors
B 80, JJ Ngar, Defence colony, Neredmet, Hyderabad, Mechal-Malkajgiri-500094

GSTIN 36FSTPS6819H1ZS
7075153859 7075153859

Doc No	89209	169889
Doc Date	15-06-2022	
Quote No	Nil	
Quote Date	15-06-2022	
SupplyType	Supply	

Kind Attn : Sai Mohan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4000 - Consumables - Acid - NA - ltrs	60.00	15.00	0.00	18.00	1,062.00
2	4001 - Consumables - Air Freshner - NA - nos *odonil*	36.00	42.00	0.00	18.00	1,784.16
3	4001 - Consumables - Air Freshner - NA - nos *Room freshners*	24.00	80.00	0.00	18.00	2,265.60
4	4003 - Consumables - Bombay Broom - Big - nos	50.00	80.00	0.00	0.00	4,000.00
5	4022 - Consumables - Dettol - NA - nos	48.00	80.00	0.00	18.00	4,531.20
6	4006 - Consumables - Bucket - other - nos *with Mug*	10.00	220.00	0.00	18.00	2,596.00
7	4035 - Consumables - Harpic - Cleaner - 500ml - nos	24.00	83.00	0.00	18.00	2,350.56
8	4040 - Consumables - Mopping Cloth - NA - nos *white*	120.00	16.00	0.00	5.00	2,016.00
9	4041 - Consumables - Mopping stick - NA - nos	30.00	120.00	0.00	18.00	4,248.00
10	4046 - Consumables - Phinyle - 1Ltr - nos	20.00	39.00	0.00	18.00	920.40
11	4055 - Consumables - Scrubber - NA - nos	24.00	10.00	0.00	18.00	283.20
12	4059 - Consumables - Surf Detergent Powder - NA - kgs	30.00	31.00	0.00	18.00	1,097.40
13	4065 - Consumables - Vim bar - NA - nos	24.00	45.00	0.00	18.00	1,274.40
14	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	48.00	78.00	0.00	18.00	4,417.92
15	4014 - Consumables - Colin - 500ml - nos	40.00	78.00	0.00	18.00	3,681.60
16	4108 - Consumables - Water Bottle - NA - Nos	60.00	40.00	0.00	18.00	2,832.00
				Total Order Value . . .		**39,360.44**

Rupees : Thirty Nine Thousand Three Hundred Sixty and Paise Fourty Four Only.

For *Summit Sales LLP*

Authorised Signatory

Name : 17/06/2022

Accepted the above Terms And Conditions

For *Avighna Distributors*

Name : ____________

Date : __/__/____

Purchase Order

 16-06-2022 12:27:13 Original / Office Copy / Purchase Div.Copy

Terms and Conditions :-

Specification /	After Delivery & Production of bill
Payment Terms	Inclusive of all taxes
Tax	Next Day.
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 for Stock maintain 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

17/06/2022

Name : ________

Accepted the above Terms And Conditions

For ***Avighna Distributors***

Name : ________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	9.06.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169889
Material required before date:	10.01.2022	ID No.	77207

No	Description	Size	Quantity	Units	Inward No	Date
1.	Acid	1liter	60	Nos		
2.	Air freshner-Odonil		36	Nos		
3.	Room freshner		24	Nos		
4.	Bombay brooms	Big	50	Nos		
5.	Dettol Handwash-santhoor		48	Nos		
6.	PVC Bucket		10	Nos		
7.	Harpic cleaner	500ml	24	Nos		
8.	Mopping cloth		120	Nos		
9.	Mopping stick		30	Nos		
10.	Phinyle 89209	1liter	20	Nos		
11.	Scrubber		24	Nos		
12.	Surf	500grams	30	Nos		
13.	Vimbar		24	Nos		
14.	Lizol	500ml	48	Nos		
15.	Colin	500ml	40	Nos		
16.	Water Bottles		60	Nos		

Remarks: For Stock Replenishing Purpose

Prepared By	N.Vanajakshi	Approved by	APPROVED BY
Sign.& Date	9.06..2022	Sign. & Date	13 JUN 2022 SOHAM MODI MANAGING DIRECTOR

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