PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	02/07/22	Prepared by	HIRISH	Serial no.	L 5681
Supplier name	Akshaya Traders.			HO inward no.	
Firm/Company	SSLLP.	Project	SHLLP.	HO received date	
PO/WO date	30/06/22	PO/WO No.	89518.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	134	30/06/22	4,725/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No
Amount A – Bills total (Excluding Transport & Hamali Charges):			4,725/-	

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

MRN nos.:	109089.	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:	4,725/-
Amount E – PO / WO value:	4,725/-
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	11/07/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date		APPROVED 02 JUL 2022 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.

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. **2022-23/134** Delivery Note Supplier's Ref.	Dated **30-Jun-2022** Mode/Terms of Payment Other Reference(s)	
Consignee **SUMMIT SALES LLP** HYD GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **89518** Despatch Document No. Despatched through Terms of Delivery	Dated **30-Jun-2022** Delivery Note Date Destination	
Buyer (if other than consignee) **SUMMIT SALES LLP** HYD GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36			

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**Gova Rope**	5607	**30.0 Nos**	150.00	Nos	**4,500.00**
	Output CGST @ 2.5 %			*2.50*	%	**112.50**
	Output SGST @ 2.5%			*2.50*	%	**112.50**
	Total		**30.0 Nos**			**₹ 4,725.00**

INWARD
Inward No: 18358 Dt: 30/6/22
MRN No: 10089 Dt: 1/7/22
Received By: Sign:
MRN- 10089
SUMMIT SALES LLP

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

INR Four Thousand Seven Hundred Twenty Five Only

Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
4,500.00	2.50%	112.50	2.50%	112.50	225.00
Total: 4,500.00		**112.50**		**112.50**	**225.00**

Tax Amount (in words) : **INR Two Hundred Twenty Five Only**

SUMMIT SALES LLP
IN WARD
No: 80962
Date: 2/7/22
Sign:
R.R. DIST.

for AKSHAYA TRADERS

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

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 30-06-2022 11:45:20

89518
29.06.22 2:18:54

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

Supplier Details

Akshaya Traders
6-4-392/1, New Bholakpur, Secunderbad

GSTIN 36BFYPA0121A1Z3
9381004542 9959611144

Doc No	89518	169936
Doc Date	30-06-2022	
Quote No	Nil	
Quote Date	30-06-2022	
SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6025 - Miscellaneous - Gova rope - NA - bundles	30.00	150.00	0.00	5.00	4,725.00
			Total Order Value . . .		**4,725.00**

Rupees : Four Thousand Seven Hundred Twenty Five Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST included in above price.
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 items not confirming to qlty & specs. Breakage in your account. Above order for Stock replenshing 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

Name : ______________________

Accepted the above Terms And Conditions
For ***Akshaya Traders***

Name : ______________________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	25.06.2022			
Site & Phase :	SHLLP	Time:	12:00			
Supplier:		Req. No.	169936			
Material required before	28.06.2022	ID No.	77504			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS3224-Consumables-Spacers all in one-RCC----Nos 89515	10000	1200	10000		
2	GENE4510-General Items-GI Buckets----Nos	36	39	36		
3	GENE9576-General Items-PVC Drums----Nos	18	14	18		
4	GENE7646-General Items-Gova Rope----Bundles	30	32	30		
5	GENE6418-General Items-Hacksaw blade Double----Boxes	300	277	300		
6	GENE6299-General Items-Plastic Blue Sheet---3600Wx5400Lmm-Sft	2160	4850	2160		
7	GENE3681-General Items-Blue Sheet---7200Wx5400Lmm-Sft	4320	3888	4320		
8	GENE9357-General Items-Helmets Labour Male----Nos	100	195	100		
9	GENE3831-General Items-Cello Tapes- one side----Nos	20	36	20		
10						
Remarks:	For Stock Repleneshing Purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	N.Vanajakshi					
Approved By:	Minish					
Sign & Date:	25.06.2022					

APPROVED BY
27 JUN 2022
SOHAM MOD
MANAGING DIRECTOR