PURCHASE DIVISION
Advice for approval for credit to supplier

(1)

Date:	13/7/22	Prepared by	Kavitha	Serial no.	6218
Supplier name	Sri laxmi ganesh steels & Hardware			HO inward no.	
Firm/Company	SSUP	Project	SHIP	HO received date	
PO/WO date	12/7/22	PO/WO No.	89935	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	109	11/7/22	8977/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	89,77/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	109492	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:	89,77/-
Amount E – PO / WO value:	89,77/-
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	18/7/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kavitha				
Sign:	13/7/22				
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 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 - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh,Design Articals
6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.
Email : srilaxmiganeshsteels@gmail.com Po No 89935

M/s. Summit Sales LLP
M.G. Road
Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 109
Date : 11/7/22
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Welding Rod	24 Pak	317/-	7608	0
		Total		7608	0
		SGST @ 9 %		684	72
		CGST @ 9 %		684	72
		IGST @ 18 %			
		Roundup			44
		Grand Total		8977	0

IN WARD
Inward No: 10687 Dt: 12/7/22
MRN No: 109492 Dt: 12/8/22
Received By: Sign:
SSLLP-SOV

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words : ____________________

SUMMIT SALES LLP
IN WARD
No: 96470
Date: 12/7/22
Sign:
R.R. DIST.

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

 12-07-2022 2:28:37 PM

89935
29.06.22 2:19:00

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

Supplier Details			
Sri Laxmi Ganesh Steels & Hardware	**Doc No**	89935	169927
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	12-07-2022	
	Quote No	NIL	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	09-07-2022	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9574 - Tools - Welding Rod - NA - nos	24.00	317.00	0.00	18.00	8,977.44
					Total Order Value . . .	**8,977.44**

Rupees : Eight Thousand Nine Hundred Seventy Seven and Paise Fourty Four Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	100% as advance
Tax	Included in the above price
Delivery Date	Material delivered.
Delivery Location	SSLLP-SOV 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 resreve the right to reject the item not confirming to the specifications . Above order for stock replenishing 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 *Sri Laxmi Ganesh Steels & Hardware*

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	SSLP	Date:	09.07.2022			
Site & Phase :	SSLLP-SOV	Time:	00:00			
Supplier:		Req. No.	169927			
Material required before		ID No.	77467			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	TOOL7040-Tools-Welding Rod--Mangalam-12packets-Corton	2	0	2		
2						
3						
4						
5	89935					
6						
7						
8						
9						
10						
Remarks:	For Stock Repleneshing Purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Vanajakshhi					
Approved By:						
Sign & Date:						

APPROVED
10 JUL 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE