PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	14/07/22	Prepared by	MINISH	Serial no.	6254
Supplier name	AKshaya Traders			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP.	HO received date	
PO/WO date	11/07/22	PO/WO No.	89914	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	146.	12/07/22	21,535/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		21,535/-	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.: 109527.		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:			21,535/-
Amount E – PO / WO value:			20,503/-
Amount F – Difference (A – E):			(+) 1,032/-
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	18/07/22		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date		14 JUL 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
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.

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. **2022-23/146** Dated **12-Jul-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. **89914** Dated **11-Jul-2022** Despatch Document No. Delivery Note Date Despatched through Destination Terms of Delivery
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	**Hole Past**	7318	**150.0 Nos**	85.00	Nos	**12,750.00**
2	**2054-Carpentry Hardware Bombay Nails 2IN**	7317	**25.0 Nos**	110.00	Nos	**2,750.00**
3	**2056-Carpentry Hardware Bombay Nails 3In**		**25.0 Nos**	110.00	Nos	**2,750.00**
						18,250.00
	Output CGST @ 9%			9	%	**1,642.50**
	Output SGST @ 9%			9	%	**1,642.50**
	Total		**200.0 Nos**			**₹ 21,535.00**

INWARD
Inward No: 18415 Dt: 13/7/22
MRN No: 109527 Dt: 14/7/22
Received By: Sign:
SUMMIT SALES LLP

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

INR Twenty One Thousand Five Hundred Thirty Five Only

Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
18,250.00	9%	1,642.50	9%	1,642.50	3,285.00
Total: 18,250.00		**1,642.50**		**1,642.50**	**3,285.00**

Tax Amount (in words) : **INR Three Thousand Two Hundred Eighty Five Only**

SUMMIT SALES LLP R.R. DIST. INWARD No: 96552 Date: 14/7/22 Sign:

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

This is a Computer Generated Invoice

Purchase Order

 11-07-2022 15:01:15

89914
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

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

GSTIN 36BFYPA0121A1Z3
9381004542 9959611144

Doc No	89914	169977
Doc Date	11-07-2022	
Quote No	Nil	
Quote Date	11-07-2022	
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	150.00	85.00	0.00	18.00	15,045.00
2	2054 - Carpentry - hardware - Bombay Nails - 2 In - kgs	25.00	110.00	0.00	18.00	3,245.00
3	2056 - Carpentry - hardware - Bombay Nails - 3 In - kgs	25.00	75.00	0.00	18.00	2,212.50
				Total Order Value . . .		**20,502.50**

Rupees : Twenty Thousand Five Hundred Two and Paise Fifty 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
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 replanishing 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 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:	SSLP	Date:	09.07.2022		
Site & Phase :	SHLLP	Time:	00:00		
Supplier:		Req. No.	169977		
Material required before date:		ID No.	77925		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No
1	HARD3586-Hardware-Fischer Plug--Bosch-6mm-Boxes 89915	50	17	50	
2	HARD2752-Hardware-Hold fast---100mm-Kgs 89914	150	101	150	
3	HARD4861-Hardware-Bombay Nails ---50mm-Kgs	25	0	25	
4	HARD2287-Hardware-Bombay Nails ---75mm-Kgs	25	0	25	
5	HARD7590-Hardware-SS Screws -Pan Head--6x25mm-Pkts	20	10	20	
6	HARD1307-Hardware-SS Screws -CSK Head--6x32mm-Pkts	20	11	20	
7	HARD2802-Hardware-SS Screws-Pan Head--8x32mm-Pkts	20	12	20	
8					
9					
10					
Remarks:	For Stock Repleneshing Purpose.				
	Engineer	Project Manager		Purchase	
Prepared By:	Vanajakshhi				
Approved By:					
Sign & Date:					

APPROVED
11 JUL 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE