

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		22/07/22		Prepared by	MINISH.	Serial no.	6073
Supplier name		Pratap Janitany				HO inward no.	
Firm/Company		ISLLP.		Project	SHLLP.	HO received date	
PO/WO date		09/07/22		PO/WO No.	89876	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	323.	15/07/22	42,498/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 42,498/-

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

MRN nos.:	109653.	Proof of delivery matches MRN	☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 42,498/-

Amount E – PO / WO value: 42,498/-

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: 01/08/22.

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
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.

8703

(ORIGINAL FOR RECIPIENT)

Cherlapally





Purchase Order

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11-07-2022 14:29:46

From Company : **Summit Sales LLP**

5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.

G S T No. : 36ACQFS2044C1Z7



89876

29.06.22 2:19:00

Supplier Details

Praful Sanitary

3-6-138/5, Himayat Nagar, Hyderabad.

Doc No

89876

169972

Doc Date

09-07-2022

Quote No

Nil

Quote Date

09-07-2022

SupplyType

Supply

GSTIN 36ACWPG864A1ZG

40077300

65526886.

9849624797

Kind Attn : **Mr. Ashish Gupta**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 10043 - Plumbing - CP - Bottel trap - NA - nos	20.00	1,176.00	35.00	18.00	18,039.84
2 7026 - Plumbing - CP - Extension Nipple - 1/2 In - nos	60.00	72.00	30.00	18.00	3,568.32
3 7028 - Plumbing - CP - Extension Nipple - other - nos	40.00	108.00	30.00	18.00	3,568.32
4 10006 - Plumbing - GI - Ball Valve - 1/2 In - nos	20.00	483.00	35.00	18.00	7,409.22
5 6040 - Miscellaneous - Tefflon tape - NA - nos	400.00	30.00	30.00	18.00	9,912.00
Total Order Value . . .					42,497.70

Rupees : Fourty Two Thousand Four Hundred Ninty Seven and Paise Seventy Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After delivery of all materials & production of bill.

Tax All taxes included in above price.

Delivery Date Within 2days.

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 5yrs on Sl.no.1,2

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

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 **Praful Sanitary**

Date : _/_/

Name : _____

Requisition Form											
Company Name: SSLP		Date: 08.07.2022									
Site & Phase : SHLLP		Time: 00:00									
Supplier:		Req. No. 169972									
Material required before		ID No. 77867									
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date					
1	PLCP9303-Plumbing-CP Bottle Trap-----Nos	20	33	20							
2	PLCP7920-Plumbing-CP Extension Nipple---12X25mm-Nos	60	40	60							
3	PLCP4658-Plumbing-CP Extension Nipple---12X40mm-Nos	40	45	40							
4	PLUM6652-Plumbing-GI Ball Valve---12mm-Nos	20	13	20							
5	GENE3886-General Items-Teflon tapes-----Nos	400	322	400							
6											
7											
8											
9											
10											
Remarks:		For Stock Replenishing Purpose.									
Prepared By: Engineer		Project Manager:									
Approved By: Vanajakshhi											
Sign & Date:											


 APPROVED
 11 JUL 2022
 P. PRADHAKAR
 Sr. MANAGER PURCHASE

MD

