

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 22/07/22		Prepared by: M. NISH		Serial no. 6490	
Supplier name: Leela Steel Railing & Furniture				HO inward no.	
Firm/Company: SLLP		Project: SHLLP		HO received date	
PO/WO date: 17/05/22		PO/WO No. 88350		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	077	18/07/22	44,932/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges): 44,932/-					
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.: 109835	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:				44,932/-	
Amount E – PO / WO value:				44,932/-	
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		RS/- 22,000/- Advance Paid, Balance to Pay			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	APPROVED 22 JUL 2022 M. NISH PARIKH MANAGER PURCHASEMENT				
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 weightment 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.

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TAX INVOICE

Cell : 8125765219, 7075802950

M/s. LEELA STEEL RAILING & FURNITURE**Mfg: All Kinds of Stainless steel, Railings steel Furniture, Kitchen Trolleys 202,304 & All Interior, Decorative Items**

Main Office : 1-2-3-5/1, Indiranagar Colony, Venkateshwara Temple Road, Beside Kattalamandi, Uppal, Hyderabad.

Branch Office : Ramppally Chowrasta, Ghatkesar Road, Hyderabad.

Buyer : M/s: <u>Summit Sales LLP</u> <u>5-4-187/3 & 4, 2nd floor,</u> <u>M.G. Road, Secunderabad-500003</u> GST No. : <u>36ACQFS2044C1Z7</u>	Invoice No. 077	Date : <u>18-07-22</u>
	Delivery Note :	Made of Payment :
	Buyers Order No. : <u>88350</u>	Date : <u>17-05-22</u>
	Despatched Through: <u>Auto</u>	Destination : <u>Cherlapally</u>

Sl. No.	Description of Goods	HSN Code	Qty	Rate	Amount Rs. Ps.
1)	SS-stand [5'6" x 1'6" x 2'6"]		10 Nos	3,807.79	38077.9/-

INWARD	
Inward No: <u>18296</u>	Dt: <u>16/6/22</u>
MRN No: <u>109835</u>	Dt:
Received By:	Sign: <u>[Signature]</u>
SUMMIT SALES LLP	



GST No. : 36CRBPB0826R1Z0

 Rupees in words: fourty four
thousand nine hundred
thirty one rupees only

Gross Value

38077.9/-

Add CGST

9 %

3427.0

Add SGST

9 %

3427.0

Add IGST

- %

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GRAND TOTAL

44,931.9/-

Terms & Conditions

- Our risk and responsibility ceases on delivery of goods and we are not responsible for damages, shortages or theft in transit.
- 27% Intrest will be charged on bills remaining unpaid after due date
- Payments within.....days.

For LEELA STEEL RAILING & FURNITURE
[Signature]
 Proprietor

2012-2013

44-70-81

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Purchase Order

Page(s) 1 Of 1

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88350

27.04.22 12:24:13

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

Supplier Details

Leela Steel Railing & Furniture
Main office: 1-2-3-5/1, India Nagar Colony, Venkateshwara Temple
Road, Beside Kattalmandi, Uppal, Hyderabad.

GSTIN 36CRBPB0826R1ZO

8125765219/7075802950

Doc No	88350	183488
Doc Date	17-05-2022	
Quote No	Nil	
Quote Date	30-08-2021	
SupplyType	Supply	

Kind Attn : Mr. Mohan Ram

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 5513 - Furniture - Tables - NA - nos Table base in 1.5" SS Square pipe - Size - 5'6" x 1'6"x2'6"	10.00	3,807.79	0.00	18.00	44,931.92
Total Order Value . . .					44,931.92

Rupees : Fourty Four Thousand Nine Hundred Thirty One and Paise Ninty Two Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation. SS Square pipe shall be of 1.5"x2mm square pipe-16 guage-202 grade

Payment Terms 50% as advance and balance after delivery and completion of the work.

Tax All taxes included in above price.

Delivery Date Within 5 days.

Delivery Location Summit Housing LLP
Cherlapally,Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil

Transportation Cost Including in above price.

Warranty Nil

Advance Paid Rs. 22,000/- advance to be pay vide cheque no. , dt.

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for GHT, AGH, MRGV & MPL sites Club House 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

Accepted the above Terms And Conditions

For Leela Steel Railing & Furniture

Name :

Name :

Date : _/_/

Requisition Form

Company Name		Summit Sales LLP		Date:		17-05-22	
Site & Phase		SHLLP		Time:		12: 05 PM	
Supplier				Req. No.		183488	
Material required before date:				ID No.		76481	
No	Description	Size	Quantity	Units	Inward No	Date	
1	SS Stand for table	5'6''x1'6''x2'6''	10	No			
Remarks: - For Stock replainsh purpose							
Prepared By		Prabhakar		Approved by			
Sign. & Date		17-05-2022		Sign. & Date			

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



