PURCHASE DIVISION
Advice for approval for credit to supplier

2

6594

Date:	23/7/22	Prepared by	Manoj	Serial no.	
Supplier name	Avighna Distributors			HO inward no.	
Firm/Company	SSHP	Project	SHHP	HO received date	
PO/WO date	12/7/22	PO/WO No.	89924	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	71	12/7/22	8,463/—	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	8,463/—
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 109652	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:	8,463/—
Amount E – PO / WO value:	8,463/—
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	1/8/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj				
Sign:	Manoj				
Date	23/7/22				
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 : 36FSTPS6819H1ZS TAX INVOICE Mobile : 7075153859

AVIGHNA DISTRIBUTORS

House Keeping and Office Need Stationary Material.

B-80, JJ Nagar, Defence Colony, Neredmet, Hyderabad, Medchal-Malkajgiri, Telangana 500094

Name : SUMMIT SALES LLP	Invoice No : 71
Address: 5-4-187/3&4, II nd floor, MG Road, Secunderabad - 500003	Date : 12-07-2022
GSTIN : 36ACQFS2044C1Z7	Po No:- 89924
State: Telangana state code: 36	Payments Terms :- 25 Days
	Delivery Adress :- Cherlapally

					Taxable Amount			
S. No.	Description of Goods	HSN Code	Qty	Rate	5%	12%	18%	Amount
1	Acid (1 Ltr)	3402	60 Nos	15			900	
2	Wiper	9603	25 Nos	80			2000	
3	Water Bottle (1 Ltr)	3924	60 Nos	40			2400	
4	Lizol (500 ML)	3808	24 Nos	78			1872	

INWARD
Inward No: 18427 Dt: 16/7/22
ARN No: Dt:
Received By: Sign:
MRN. 109652
SUMMIT SALES LLP

SUMMIT SALES LLP IN WARD No. 96223 Date: 18/7 Sign: R.R. DIST.

Rupees in words ---------------------- Eight Thousand Four Hundered Sixty Two And Ninty Six Paisa Only /-	Total Amount before Tax			7172	
	Add : CGST			645.48	
	Add : SGST			645.48	
	GRAND TOTAL			8462.96	**8462.96**

Bank Details : Kotak Mahindra Bank
Account No : 7945120725
Branch : General Bazar , Sec-Bad
IFSC Code : KKBK0007450

1.Goods once sold will not taken back or exchangd
2.Subject to Hyderabad. Jurisdiction.E.&.O.E.

Certified that the particulares given above are true and correct

For AVIGHNA DISTRIBUTORS

B. Chandra Mohan

Authorised Signature

AVIGHNA DISTRIBUTORS HYD.

Purchase Order

89924
29.06.22 2:19:00

 12-07-2022 11:24:10

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

Supplier Details

Avighna Distributors
B 80, JJ Ngar, Defence colony, Neredmet, Hyderabad, Mechal-Malkajgiri-500094

GSTIN 36FSTPS6819H1ZS
7075153859 7075153859

Doc No	89924	169980
Doc Date	12-07-2022	
Quote No	Nil	
Quote Date	12-07-2022	
SupplyType	Supply	

Kind Attn : Sai Mohan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4000 - Consumables - Acid - NA - ltrs	60.00	15.00	0.00	18.00	1,062.00
2 4071 - Consumables - Wiper - Other - nos	25.00	80.00	0.00	18.00	2,360.00
3 4108 - Consumables - Water Bottle - NA - Nos *01ltrs*	60.00	40.00	0.00	18.00	2,832.00
4 4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs *500ml*	24.00	78.00	0.00	18.00	2,208.96
		Total Order Value . . .			**8,462.96**

Rupees : Eight Thousand Four Hundred Sixty Two and Paise Ninty Six Only.

Terms and Conditions :-

Specification /	After Delivery & Production of bill
Payment Terms	Inclusive of all taxes
Tax	Next Day.
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 maintain 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

14/07/22

Name :

Accepted the above Terms And Conditions

For ***Avighna Distributors***

Name :

Date : __/__/____

...isition Form						
...ompany Name:	SSLLP	Date:	11.07.2022			
Site & Phase :	SHLLP	Time:	11:00			
Supplier:		Req. No.	169980			
Material required before date:		ID No.	77929			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS4717-Consumables-Acid---1Ltr-Nos	60	60	60		
2	CONS9057-Consumables-Coconut Brooms----Nos 89923	200	188	200		
3	CONS6689-Consumables-Wiper----Nos	25	6	25		
4	CONS6564-Consumables-Bombay Brooms Small----Nos	200	404	200		
5	CONS3713-Consumables-Water Bottles---1 Ltr-Nos 89924	60	0	60		
6	CONS2830-Consumables-Floor cleaner --Lizol-1-lts-Nos	24	10	24		
7	CONS1509-Consumables-Torch Light- Big----Nos 89925	5	2	5		
8						
9						
10						
Remarks:	For Stock Repleneshing Purpose.					
	Engineer	Project Manager	Purchase			MD
Prepared By:	Vanajakshi					
Approved By:						
Sign & Date:						

APPROVED
14 JUL 2022
MINISH PARIKH
MANAGER PROCUREMENT