PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	3/8/22	Prepared by	Vanajakshi	Serial no.	6839
Supplier name	Srilakmi Ganesh steels & Hardware			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	14/7/22	PO/WO No.	90024	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	119	26/7/22	14140/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	14,140/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 110256	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:	14,140/-
Amount E – PO / WO value:	14,140/-
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	8/8/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	[signature]				
Date	3/8/22				
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 - 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 90024

M/s. SUMMit Sales LLP
M.G. Road

Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 119
Date : 26/7/22
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Welding Rod	24 Pak	317/=	7608	00
	Machine Blade 14"	25 Nos	175/=	4375	00
			Total	11983	00
			SGST @ 9 %	1078	47
			CGST @ 9 %	1078	47
			IGST @ 18 %		
			Roundup		6
			Grand Total	14140	00

IN WARD
Inward No: 10693 Dt: 30/7/22
No: 110256 Dt: 4/8/22
Sign:
Received By:
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 R.R. DIST.
IN WARD
No: 97413
Date: 3/8/22
Sign:

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

 19-07-2022 10:47:52

90024
14.07.22 12:47:25

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**	90024	169988
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	14-07-2022	
	Quote No	NIL	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	12-07-2022	
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
2	9550 - Tools - Machine Blade - other - nos *14" cutting wheel*	25.00	175.00	0.00	18.00	5,162.50
	Total Order Value . . .					**14,139.94**

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

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of bill

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 : ____________

Name : ____________

Accepted the above Terms And Conditions
For ***Sri Laxmi Ganesh Steels & Hardware***

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	12.07.2022
Site & Phase:	SSLLP-SOV	Time:	10:00
Supplier		Req.No.	169988
Material required before date:		ID No.	77956

No	Description	Size	Quantity	Units	Inward No	Date
1	Flat patti	3/4"x6mm	2	Tons		
2	Sq rod	10mm	3	Tons		
3	L angle	3/4''3mm	20	length		
4	Z - angle		2	Tons		
5	Welding rods		24	boxes	90024.	
6	Cutting wheel	14"	25	No's		

Remarks: For Stock Replenishing Purpose

Prepared By	N.Vanajakshi	Approved by	
Sign.& Date	1207..2022	Sign. & Date	

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

APPROVED
26 JUN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE