PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/8/22	Prepared by	Bhaskar	Serial no.	6922
Supplier name	S.R. Lights			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date		PO/WO No.		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3737	29/7/22	15,340-00	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	15,340-00
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	110216	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:	15,340-00
Amount E – PO / WO value:	15,340-00
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	11/8
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Bhaskar			
Sign:		APPROVED 1/8/22			
Date		04 AUG 2022			
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.

6922

Retail INVOICE / CASH MEMO / BILL **ORIGINAL**

GST : 36AHMPR9714P1ZB

S. No. 3737

S. R. LIGHTS

Date : 29 07 2022

846/4-3-2, R.P. ROAD, SECUNDERABAD - 3.
Ph : 040-8886663135, e-mail : srlights@gmail.com

Purchaser R.C. No. / GST No. 36ACQFS2044C1Z7

M.S. Summit Sales LLP MG Road SEC BAD 90408 (130010)

RR/GR No........................Date....................Goods through............Freight...........Weight................

S. No.	PARTICULARS	HSN Code	QTY.	RATE	AMOUNT Rs.	Ps.
1	Gate lamp	9405	20	650	13000 -	0

SUMMIT SALES LLP INWARD No: 97392 Date: 3/8/22 Sign: R.R. DIST.

S.R. LIGHT
4-3-2, R.P. ROAD,
SECUNDERABAD-3. TELANGAI

INWARD
Inward No: 18494 Dt: 30/7/22
MRN No: 110216 Dt: 2/8/22
Received By: Sign:
SUMMIT SALES LLP

Rupees in words : fifteen thousand three hundred fourty only

Total	13000 - 00
CGST 9 %	1170 - 00
SGST 9 %	1170 - 00
IGST %	
Grand Total	15340 - 0

Bank Details
YES BANK
A/c No. 041361900000335
IFS Code : YESB0000413 - Secunderabad Branch

Sale Against Central From C / D / H / F

1. Goods once sold will not be taken back.
2. After despatch we are not responsible goods
3. Subject to T.S. Jurisdiction only.
4. Interest will be charged 24% if the payment will not made within 30 days

For S.R. Lights

Purchase Order

 26-07-2022 4:30:51 PM

90408
14.07.22 12:47:29

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

Supplier Details			
S.R.Lights 846/4-3-2, RP Road, Secunderbad-3	**Doc No**	90408	170010
	Doc Date	26-07-2022	
	Quote No	NIL	
GSTIN 36AHMPR9714P1ZB	**Quote Date**	18-07-2022	
64594769 900008544/9246370769	**SupplyType**	Supply	

Kind Attn : Mr.Seva Ram

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	427200 - ELGL-Electrical - Gate Light-Type-1 (Square)- - - - Nos	20.00	650.00	0.00	18.00	15,340.00
					Total Order Value . . .	**15,340.00**

Rupees : Fifteen Thousand Three Hundred Fourty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Working 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 replenishing stock.
Completion Date	NA
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

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***S.R.Lights***

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	18.07.2022			
Site & Phase :	SHLLP	Time:	11:00			
Supplier:		Req. No.	170010			
Material required before date:		ID No.	78244			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	ELLE4566-Electrical-LED Street Light -5700K-Wipro-LR06-501-XXX-57-XX-35W-Nos 90407	5	0	5		
2	ELGL4272-Electrical-Gate Light-Type-1 (Square)---Nos	20	5	20		
3						
4	90408					
5						
6						
7						
8						
9						
10						
Remarks:	For Stock repleneshing Purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	N.Vanajakshi				APPROVED BY	
Approved By:	Prabhakar				20 JUL 2022	
Sign & Date:					SOHAM MODI MANAGING DIRECTOR	