PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8/8/22	Prepared by	Bashkar	Serial no.	6863
Supplier name	Abhigna Distributors			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	27/7/22	PO/WO No.	90447	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	79	27/7/22	3705-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3705-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	110252	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:	3705-00
Amount E – PO / WO value:	3705-00
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	13/8
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED Bashkar			
Sign:		08 AUG 2022			
Date		P. PRABHAKAR Sr. MANAGER PURCHASE			
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 : 79
Address:	5-4-187/3&4, II nd floor, MG Road, Secunderabad - 500003	Date : 27-07-2022
GSTIN :	36ACQFS2044C1Z7	Po No:- 90447
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	Sky Broom	9603	10	90			900	
2	Water Bottle 1 Ltr	3924	36	40			1440	
3	Bath room Breush	9603	10	60			600	
4	Polythene Covers	9692	2	100			200	

Rupees in words --------------------	**Total Amount before Tax**			3140	
Three Thousand Seven Hundered	**Add : CGST**			282.5	
And Five Rupees Only /-	**Add : SGST**			282.5	
	GRAND TOTAL			3705	**3705**

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.

Cerified that the particulares given above are true and correct

For AVIGHNA DISTRIBUTORS

B. Chandra Mohan

Authorised Signature

INWARD
Inward No: 18502 Dt: 2/8/22
MRN No: 110252 Dt: 4/8/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 97440 Date: 4/8/22 Sign:

AVIGHNA DISTRIBUTORS HYD.

Purchase Order

 27-07-2022 16:03:21

90447
14.07.22 12:47:30

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	90447	170028
Doc Date	27-07-2022	
Quote No	Nil	
Quote Date	27-07-2022	
SupplyType	Supply	

Kind Attn : Sai Mohan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4005 - Consumables - Broom with stick - NA - nos	10.00	90.00	0.00	18.00	1,062.00
2 4108 - Consumables - Water Bottle - NA - Nos	36.00	40.00	0.00	18.00	1,699.20
3 4007 - Consumables - Cleaning Brush - NA - nos	10.00	60.00	0.00	18.00	708.00
4 969200 - CONS-Consumables - Plastic Covers-- - - - Nos *17/23*	2.00	100.00	0.00	18.00	236.00
		Total Order Value . . .			**3,705.20**

Rupees : Three Thousand Seven Hundred Five and Paise Twenty 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

Name :

Accepted the above Terms And Conditions

For *Avighna Distributors*

Name :

Date : __/__/____

Requisition Form					
Company Name:	SSLLP	Date:	23.07.2022		
Site & Phase :	SHLLP	Time:	11..00		
Supplier:		Req. No.	170028		
Material required before date:		ID No.	783934		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No
1	CONS6196-Consumables-Cobweb broom stick----Nos	10	2	10	
2	CONS3713-Consumables-Water Bottles---1 Ltr-Nos	36	58	36	
3	CONS4629-Consumables-Cleaning Brush----Nos	10	4	10	
4	CONS4941-Consumables-Door Mats ----Nos 904 349900 com	5	0	5	
5	CONS9692-Consumables-Plastic Covers----Nos	100	0	100	
6					
7					
8					
9					
10					
Remarks:	For Stock Repleneshing Purpose.				
	Engineer	Project Manager		Purchase	
Prepared By:	Vanajakshi				
Approved By:	Prabhakar				
Sign & Date:					

APPROVED BY
25 JUL 2022
SOHAM MODI
MANAGING DIRECTOR