

PURCHASE DIVISION
Advice for approval for credit to supplier

74324

Date:	22/8/22	Prepared by	Prashant	Serial no.	7402
Supplier name	Gurush Tule Padan			HO inward no.	
Firm/Company	88118	Project	8HUP	HO received date	
PO/WO date	9/8	PO/WO No.	90816	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	292	19/8/22	32,096.00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 32,096.00

Proof of delivery by way of ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.:	110898	Proof of delivery matches MRN	☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 32,096.00

Amount E – PO / WO value: 32,096.00

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: 29/8/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prashant			
Sign:					
Date		22 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 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.

SEAT . .
30AT . .



Purchase Order

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09-08-2022 12:29:08



90816

29.07.22 12:09:36

From Company : **Summit Sales LLP**

5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.

G S T No. : 36ACQFS2044C1Z7

Supplier Details

Ganesh Tube Traders

5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.

GSTIN 36ADBPJ8881C1ZJ

9246330441.

66568587/ 66384751

9949248666

Doc No	90816	170062
Doc Date	09-08-2022	
Quote No	Nil	
Quote Date	09-08-2022	
SupplyType	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 515300 - CHEM-Chemical - Jantha Paste-Epoxy--Bharat Polymers - 400gms - Nos	40.00	80.00	0.00	18.00	3,776.00
2 474600 - CHEM-Chemical - Araldite-- - 450gms - Nos	40.00	600.00	0.00	18.00	28,320.00
Total Order Value . . .					32,096.00

Rupees : Thirty Two Thousand Ninty Six Only.

Terms and Conditions :-**Specification /** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Next Day.**Delivery Location** Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra**Penalty 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. Final payment as per actual weightment. 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 deli vary /DC can be sent by email.**For MDs APPROVAL**

- ☒ High Value/quantity beyond limits.
- ☒ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☐ Replenishing SSSLP stock
- ☐ Other

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Ganesh Tube Traders**

Name : _____

Date : __/__/__

Requisition Form		Company Name: SSLLP		Date: 04.08.2022				
Site & Phase :		SHLLP		Time: 12:00				
Supplier:				Req. No. 170062				
Material required before date:				ID No. 78740				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date		
1	CHEM5153-Chemical-Jantha Paste-Epoxy--Bharat Polymers-400gms-Nos	40	2	40				
2	CHEM4746-Chemical-Araldite---450gms-Nos	40	0	40				
3	HARD6904-Hardware-Green hose pipe---20MM-mtrs	600	150	600				
4								
5								
6								
7								
8								
9								
10								
Remarks:		For Stock replenishing purpose.						
Prepared By:		Engineer						
Approved By:		M. Vanajakshi						
Sign & Date:		Prabhakar						
		Project Manager						
		Purchase						
		MD						
		APPROVED BY						
		06 AUG 2022						
		S. VANAMKOTI						
		MANAGING DIRECTOR						

