PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/8/22	Prepared by	Baspakar	Serial no.	7456
Supplier name	Pinkrupa Agencies			HO inward no.	
Firm/Company	8841UP	Project	841 UP	HO received date	
PO/WO date	9/8/22	PO/WO No.	90817	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	12/8/22	15	21,240.00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	21,240.00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	110728	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:	21,240.00
Amount E – PO / WO value:	22,656.00
Amount F – Difference (A – E):	1416.00

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:		Baspakar			
Sign:					
Date		22 AUG 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
22 AUG 2022
Sr. MANAGER PURCHASE

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.

Tax Invoice

JIN KRUPA AGENCY Plot No 25/B/G, 10-3-150 St Johns Road, East Marredpally Secundrabad GSTIN/UIN: 36AEMPM4587N1ZL State Name : Telangana, Code : 36	Invoice No. **15**	Dated **12-Aug-22**
	Delivery Note	Mode/Terms of Payment
	Dispatch Doc No. **90817**	Delivery Note Date
Consignee (Ship to) **Summit Sales Llp** GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Dispatched through	Destination
Buyer (Bill to) **Summit Sales Llp** GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	MRP/ Marginal	Quantity	Rate	per	Amount
1	**Pvc Green Breaded**	39173290	18 %		**20 NOS**	900.00	NOS	**18,000.00**
	CGST							**1,620.00**
	SGST							**1,620.00**
	Total				**20 NOS**			**₹ 21,240.00**

INWARD
Inward No: 18549 Dt: 13/8/22
MRN No: 11028 Dt: 16/8/22
Received By: Sign:
SUMMIT SALES LLP

9247636478

Amount Chargeable (in words) *E. & O.E*

INR Twenty One Thousand Two Hundred Forty Only

	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
	18,000.00	9%	1,620.00	9%	1,620.00	3,240.00
Total:	**18,000.00**		**1,620.00**		**1,620.00**	**3,240.00**

Tax Amount (in words) : **INR Three Thousand Two Hundred Forty Only**

SUMMIT SALES LLP INWARD No: 97761 Date: 18/8/22 Sign: R.R. DIST.

JIN KRUPA AGENCY
Plot No.56, H.No: 4-03-059,
Ground Floor, Sarva Sukhi Colony,
West Marredpally, Secunderabad - 500026

Company's Bank Details
Bank Name : **Hdfc Bank**
A/c No. : **50200059117910**
Branch & IFS Code : **East Maradpally & HDFC0001293**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for JIN KRUPA AGENCY

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 09-08-2022 12:29:08

90817
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			
Jinkrupa Agency 4-3-75/3, Hill Street, Sec-Bad -500 003 **GSTIN** 36AEMPM4587N1ZL 2771-0119 98496-06725	**Doc No**	90817	170062
	Doc Date	09-08-2022	
	Quote No	Nil	
	Quote Date	09-08-2022	
	SupplyType	Supply	

Kind Attn : Mr. Hemal H. Mehta

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	690400 - HARD-Hardware - Green hose pipe-- - 20mm - mtrs	600.00	32.00	0.00	18.00	22,656.00
					Total Order Value . . .	**22,656.00**

Rupees : Twenty Two Thousand Six Hundred Fifty 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
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 Replenshingpurpose.
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.

APPROVED BY
16 AUG 2022
SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL
☐ High Value/quantity beyond limits.
☐ Po/Req. processed-post approval.
☐ Approval for technical details/clarification
☐ Replenishing SSLLP stock
☐ Other

For *Summit Sales LLP*
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For *Jinkrupa Agency*

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP					
Site & Phase :	SHLLP	Date:	04.08.2022			
Supplier:		Time:	12:00			
Material required before date:		Req. No.	170062			
		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 90816	40	2	40		
2	CHEM4746-Chemical-Araldite---450gms-Nos	40	0	40		
3	HARD6904-Hardware-Green hose pipe---20MM-mtrs 90817	600	150	600		
4						
5						
6						
7						
8						
9						
10						
Remarks:	For Stock repleneshing purpose.					
	Engineer					
Prepared By:	N.Vanajakshi	Project Manager		Purchase		MD
Approved By:	Prabhakar					
Sign & Date:						

APPROVED BY
06 AUG 2022
SOHAM MODI
MANAGING DIRECTOR