PURCHASE DIVISION
Advice for approval for credit to supplier

E

| | | | | | |
|---|---|---|---|---|---|
| Date: | 29/8/22 | Prepared by | Deepa | Serial no. | 7671 |
| Supplier name | Ganesh tube traders | | | HO inward no. | |
| Firm/Company | SSHLP | Project | SSHLP | HO received date | |
| PO/WO date | 13/8/22 | PO/WO No. | 91005 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 295 | 23/8/22 | 6,848 | ☑ Yes □ No |
| 2. | 294 | 22/8/22 | 30,975 | ☑ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 37,823/- |
| Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |
| MRN nos.: 111029, 110950 — 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: | 37,823/- |
| Amount E – PO / WO value: | 37,823/- |
| 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 | 5/9/22 |
| Remarks: | final bill |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Deepa | Prabhakar | | | |
| Sign: | [signature] | [signature] | | | |
| Date | 29/8/22 | 30 AUG 2022 | | | |
| Approval limit | Upto 20k | Above 20k | Above 100k | Upto 20k | Above 20k |

APPROVED
P. PRABHAKAR
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

GANESH TUBE TRADERS

GSTIN: 36ADBPJ8881C1ZJ

Authorised Distributor: Clair

| Bill To :<br>**SUMMIT SALES LLP**<br>5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad<br>36ACQFS2044C1Z7<br>Telangana | Invoice No. : **295**<br>Ref. No. : **91005**<br>Invoice Date : **23-Aug-2022** |
|---|---|
| Ship To :<br>**SUMMIT SALES LLP**<br>5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad<br>36ACQFS2044C1Z7<br>Telangana | Destination :<br>Vehicle No. :<br>E-way Bill No :<br>Despatch From : |

| Sl No. | Description of Goods | HSN/SAC | GST Rate | Quantity | Rate | per | Disc. % | Amount |
|---|---|---|---|---|---|---|---|---|
| 1 | **WHITE CEMENT 25 KG** | 252329 | 28 % | **10 NO** | 535.00 | NO | | **5,350.00** |
| | *CGST* | | | | | | | **749.00** |
| | *SGST* | | | | | | | **749.00** |
| | | | | | **Total:** | | | **6,848.00** |

INWARD
Inward No: 18588 Dt: 23/8/22
MRN No: 111 029 Dt: 24/8/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 98235
Date: 24/8/24
Sign:

9246364748

**Total Amount In Words:** **INR Six Thousand Eight Hundred Forty Eight Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 252329 | 5,350.00 | 14% | 749.00 | 14% | 749.00 | 1,498.00 |
| Total | **5,350.00** | | **749.00** | | **749.00** | **1,498.00** |

Tax Amount (in words) : **INR One Thousand Four Hundred Ninety Eight Only**

Company's Bank Details
Bank Name : **HDFC BANK**
A/c No. : **50200014835551**
Branch & IFS Code: **PG ROAD,SEC-BAD & HDFC0000042**

**For GANESH TUBE TRADERS**

GANESH TUBE TRADERS SEC-BAD

Authorised Signatory

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



5-2-270, PLOT NO. 29, HYDERBASTI,
RANIGUNJ , SECUNDERABAD-3
TELANGANA PIN 500003
Ph.: 04066568587 9246330441
Email : ganeshtubetraders@gmail.com

# TAX INVOICE

**GANESH TUBE TRADERS**

GSTIN: 36ADBPJ8881C1ZJ

Authorised Distributor:

Clair

For Strong & Rust...

| | |
|---|---|
| Bill To :<br>**SUMMIT SALES LLP**<br>5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad<br>36ACQFS2044C1Z7<br>Telangana | Invoice No. : **294**<br>Ref. No. : **91005**<br>Invoice Date : **22-Aug-2022**<br>Destination : |
| Ship To :<br>**SUMMIT SALES LLP**<br>5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad<br>36ACQFS2044C1Z7<br>Telangana | Vehicle No. :<br>E-way Bill No :<br>Despatch From : |

| Sl No. | Description of Goods | HSN/SAC | GST Rate | Quantity | Rate | per | Disc. % | Amount |
|---|---|---|---|---|---|---|---|---|
| 1 | **ARALDITE 500GMS** | 350699 | 18 % | **40 NO** | 600.00 | NO | | **24,000.00** |
| 2 | **RED OXIDE** | 350699 | 18 % | **20 NO** | 75.00 | NO | | **1,500.00** |
| 3 | **RED OXIDE**<br>*Black* | 350699 | 18 % | **10 NO** | 75.00 | NO | | **750.00** |
| | | | | | | | | 26,250.00 |
| | *CGST* | | | | | | | **2,362.50** |
| | *SGST* | | | | | | | **2,362.50** |
| | | | | | **Total:** | | | **30,975.00** |

INWARD
Inward No: 18581 Dt: 23/8/22
MRN No: 110950 Dt: 23/8/22
Received By: Sign:
SUMMIT SALES LLP

**Total Amount In Words:** **INR Thirty Thousand Nine Hundred Seventy Five Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 350699 | 26,250.00 | 9% | 2,362.50 | 9% | 2,362.50 | 4,725.00 |
| Total | **26,250.00** | | **2,362.50** | | **2,362.50** | **4,725.00** |

Tax Amount (in words) : **INR Four Thousand Seven Hundred Twenty Five Only**

Company's Bank Details
Bank Name : **HDFC BANK**
A/c No. : **50200014835551**
Branch & IFS Code: **PG ROAD,SEC-BAD & HDFC0000042**

SUMMIT SALES LLP R.R. DIST.
INWARD No: 98216
Date: 23/8/22
Sign:

**For GANESH TUBE TRADERS**

**Authorised Signatory**

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



5-2-270, PLOT NO. 29, HYDERBASTI,
RANIGUNJ , SECUNDERABAD-3
TELANGANA PIN 500003
Ph.: 04066568587 9246330441
Email : ganeshtubetraders@gmail.com

# Purchase Order

 18-08-2022 11:51:54

91005
17.08.22 12:41:52

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
~~G S T No. : 36ACOFS2044C1Z7~~

| **Supplier Details** | | | |
|---|---|---|---|
| Ganesh Tube Traders | **Doc No** | 91005 | 170094 |
| 5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3. | **Doc Date** | 13-08-2022 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ADBPJ8881C1ZJ 66568587/ 66384751 | **Quote Date** | 13-08-2022 | |
| 9246330441. 9949248666 | **SupplyType** | Supply | |

**Kind Attn : Sandeep Jain**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 474600 - CHEM-Chemical - Araldite-- - 450gms - Nos | 40.00 | 600.00 | 0.00 | 18.00 | 28,320.00 |
| 2 | 933100 - PAOX-Paints - Black Oxide--Asian - 1Kg - bags | 10.00 | 75.00 | 0.00 | 18.00 | 885.00 |
| 3 | 352000 - PAOX-Paints - Red Oxide--Asian - 1Kg - bags | 20.00 | 75.00 | 0.00 | 18.00 | 1,770.00 |
| 4 | 425900 - PAWC-Paints - White cement--JK - 25Kgs - bags | 10.00 | 535.00 | 0.00 | 28.00 | 6,848.00 |
| | | | | **Total Order Value . . .** | | **37,823.00** |

Rupees : Thirty Seven Thousand Eight Hundred Twenty Three 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<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>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. Final payment as per actual weighment. Above order for Stock Replenshing 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

18/08/22

Name :

Accepted the above Terms And Conditions

For *Ganesh Tube Traders*

Name :

Date : __/__/____

| | | | | | |
|---|---|---|---|---|---|
| Requisition Form | | | | | |
| Company Name: | SSLLP | Date: | 10.08.2022 | | |
| Site & Phase : | SHLLP | Time: | 12:00 | | |
| Supplier: | | Req. No. | 170094 | | |
| Material required before date: | | ID No. | 78868 | | |
| S No | Item | Qty required | Qty available at site | Order Qty | Inward No |
| 1 | CHEM4746-Chemical-Araldite---450gms-Nos | 40 | 0 | 40 | |
| 2 | PAOX9331-Paints -Black Oxide--Asian-1Kg -bags 91005 | 10 | 36 | 10 | |
| 3 | PAOX3520-Paints -Red Oxide--Asian-1Kg-bags | 20 | 20 | 20 | |
| 4 | PAWC4259-Paints -White cement--JK-25Kgs-bags | 10 | 3 | 10 | |
| 5 | | | | | |
| 6 | | | | | |
| 7 | | | | | |
| 8 | | | | | |
| 9 | | | APPROVED BY | | |
| 10 | | | 12 AUG 2022 | | |
| Remarks: | For Stock repleneshing purpose. | | SOHAM MODI MANAGING DIRECTOR | | |
| | | | | | |
| | Engineer | Project Manager | | Purchase | |
| Prepared By: | N.Vanajakshi | | | | |
| Approved By: | Prabhakar | | | | |
| Sign & Date: | | | | | |