PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	29/8/22	Prepared by	Deepa	Serial no.	7630
Supplier name	Santosh tarpaulin			HO inward no.	
Firm/Company	SSHP	Project	SSHP	HO received date	
PO/WO date	19/8/22	PO/WO No.	91117	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	231	22/8/22	5,015	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	5,015/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.:	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:	5,015/-
Amount E – PO / WO value:	5,015/-
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				
Sign:	[signature]				
Date	29/8/22				
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.

TAX-INVOICE

SANTHOSH TARPAULIN

2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District – 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC
Email id: santhoshtarp@gmail.com
Cell: 9642662732
Bank Account : AXIS BANK
Acc.No.919020039284737
IFSC CODE :UTIB0001378

To SUMMIT SALES LLP
5-4-187/3&3IInd floor MG ROAD
SECUNDERABAD 500003
GSTIN No. 36ACQFS2044C1Z7

Invoice No:**231**
Invoice Date: 22/08/2022
P.O.No.91117/170099
P.O.Date: 19.08.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	COVER BLOCS ALL IN ONE RCC200 nos X 50bags	6810	5000 NOS	@ 0.85	**4,250.00**

Rupees in words
FIVETHOUSAND FIFTEENONLY

Total ::	**4,250.00**
CGST @ 9 %	**382.50**
SGST @ 9%	**382.50**
IGST 18% ::	
Grand Total ::	**5,015.00**

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD
Inward No: 18582 Dt: 23/8/22
MRN No: 110951 Dt: 23/8/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 98321
Date: 26/8/22
Sign:

TAX-INVOICE

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
To SUMMIT SALES LLP 5-4-187/3&3IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36ACQFS2044C1Z7**	Invoice No:**231** Invoice Date: 22/08/2022 P.O.No.91117/170099 P.O.Date: 19.08.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
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Rupees in words **FIVETHOUSAND FIFTEENONLY**	**Total ::**	**4,250.00**
	CGST @ 9 %	**382.50**
	SGST @ 9%	**382.50**
	IGST 18% ::	
	Grand Total ::	**5,015.00**

Receiver Signature & Seal	**For SANTHOSH TARPAULIN** SANTHOSH TARPAULIN **Authorized Signatory**

INWARD
Inward No: 18582 Dt: 23/8/22
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No: 9832
Date: 26/8/22
Sign:
R.R. DIST.

Purchase Order

 19-08-2022 13:05:42

91117
17.08.22 12:41:54

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

Supplier Details			
Santosh Tarpaulin	Doc No	91117	170099
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	Doc Date	19-08-2022	
	Quote No	Nil	
GSTIN 36ATWPA1307P1ZC	Quote Date	19-08-2022	
9642662732	SupplyType	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	322400 - BUIL-Building Material - Spacers all in one-RCC-- - - - Nos	5,000.00	0.85	0.00	18.00	5,015.00
					Total Order Value . . .	**5,015.00**

Rupees : Five Thousand Fifteen 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 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 repleneshing purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

Manoj

For ***Summit Sales LLP***

Authorised Signatory

Name : Veeresh 20/8

Name : ____________

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Date : __/__/____

Requisition Form						
Company Name:	SSLLP					
Site & Phase :	SHLLP	Date:	17.08.2022			
Supplier:		Time:	12:00			
Material required before date:		Req. No.	170099			
		ID No.	78971			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	BUIL3224-Building Material-Spacers all in one-RCC----Nos 91117	5000	8000	5000		
2	GENE1149-General Items-Recron----Nos 91118	800	0	800		
3						
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
24 AUG 2022
P. VENKATESHWARLU
MANAGER PURCHASE

APPROVED BY
18 AUG 2022
SOHAM MODI
MANAGING DIRECTOR