PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29/8/22	Prepared by	Sneha	Serial no.	7715
Supplier name	Akshaya traders			HO inward no.	
Firm/Company	SSLLP	Project	SH LLP	HO received date	
PO/WO date	13/8/22	PO/WO No.	91000	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	209	22/8/22	3,894/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,894/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	111079	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:	3,894/-
Amount E – PO / WO value:	3,894/-
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:	Sneha				
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

AKSHAYA TRADERS 6-4-392/1, GROUND FLOOR, KRISHNA NAGAR COLONY, BHOLAKPUR MUSHEERABAD, HYDERABAD GSTIN/UIN: 36BFYPA0121A1Z3 State Name : , Code :		Invoice No. **2022-23/209**	Dated **22-Aug-2022**
		Delivery Note	Mode/Terms of Payment
		Supplier's Ref.	Other Reference(s)
Buyer **SUMMIT SALES LLP** HYD GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36		Buyer's Order No. **91000 170096**	Dated **13-Aug-2022**
		Despatch Document No.	Delivery Note Date
		Despatched through	Destination
		Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**Chicken Mesh**		**30.0 Nos**	110.00	Nos	**3,300.00**
	Output CGST @ 9%			9	%	**297.00**
	Output SGST @ 9%			9	%	**297.00**
	Total		30.0 Nos			₹ 3,894.00

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

INR Three Thousand Eight Hundred Ninety Four Only

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

for AKSHAYA TRADERS

AKSHAYA TRADERS HYDERABAD

A.

Authorised Signatory

This is a Computer Generated Invoice

INWARD
Inward No: 8597 Dt: 25/8/22
MRN No: 111079 Dt: 26/8/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 98407
Date: 29/8/22
Sign:

Page(s) 1 Of 1 13-08-2022 15:55:53

Purchase Order

91000
29.07.22 12:09:37

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

Supplier Details

Akshaya Traders
6-4-392/1, New Bholakpur, Secunderbad

GSTIN 36BFYPA0121A1Z3
9381004542
9959611144

Doc No	91000	170096
Doc Date	13-08-2022	
Quote No	Nil	
Quote Date	13-08-2022	
SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	449400 - HARD-Hardware - Chicken Mesh -12.7mm holex0.376mm- - 1000 x 30000mm - Bundles	30.00	110.00	0.00	18.00	3,894.00

Rupees : Three Thousand Eight Hundred Ninty Four Only. **Total Order Value . . .** **3,894.00**

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 replanishing 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email

For ***Summit Sales LLP***
Authorised Signatory

Name : 18/08/22

Accepted the above Terms And Conditions
For ***Akshaya Traders***

Name : ______________________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	11.08.2022			
Site & Phase :	SHLLP	Time:	12:00			
Supplier:		Req. No.	170096			
Material required before date:		ID No.	78863			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CHEM6269-Chemical-Adhesive set--Cera --Kgs	10	5	10		
2	CHEM2022-Chemical-CC Bonding Agent--RBR Roff -5Ltrs-Ltrs 91001	10	2	10		
3	CHEM6602-Chemical-Tiles Adhesive--Roff -25Kgs-Bag	30	7	30		
4	HARD4494-Hardware-Chicken Mesh -12.7mm holex0.376mm--1000 x 30000MM-Bundles 91000	30	10	30		
5						
6						
7						
8						
9						
10						
Remarks:	For Stock repleneshing purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	N.Vanajakshi					
Approved By:	Prabhakar					
Sign & Date:						

APPROVED BY
12 AUG 2022
SOHAM MODI
MANAGING DIRECTOR