PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	6/09/22	Prepared by	Vanajakshi	Serial no.	7902
Supplier name	sathyavarpu Hardwares			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	4/8/22	PO/WO No.	90708	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	688	23/8/22	16,473/-	□ Yes □ No
2.				□ Yes □ No
3.			/	□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			16,473/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	111187	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:			16,473/-
Amount E – PO / WO value:			16,473/-
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	12/09/22		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	Vanaja				
Date	6/09/22				
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.

GSTIN:36BCBPS4784B1ZJ PAN: BCBPS4784B

TAX INVOICE-CASH/CREDIT

- ☐ Original for Receipt
- ☐ Duplicate for Transporter
- ☐ Triplicate for Supplier

Sathyavarapu Hardwares

Dealers in : Kitchen Accessories & Exclusive Hardware

2-3-576/2/2/A, Minister Road, Nallagutta, Secunderabad.

: 040-66610337 : 98853 16000, : sathyavarapu_ravi@yahoo.com

Invoice No. : 688 /22 - 23		Transportation Mode:	LR No:
Invoice Date : 23/08/2022		Vehicle Number:	No. of Cases:
State : Telangana	State Code36	P.O. Number : 92708	Place of Supply:

DETAILS OF CONSIGNEE: BILLED TO	DETAILS OF RECEIVER: SHIPPED TO
NAME: Summit Sales LLP	NAME:
Address: 2nd floor, M.W.D.P, Sector-3	Address: Sitter Chandapally.
GSTIN: 36ACRFS2044C1Z7	GSTIN:
State: Telangana State Code: 36	State: State Code:

S. No.	HSN/SAC Code	Description of Goods	Qty.	UoM	Rate	Disc %	GST %	Taxable Amount (Rs.)
1	7318	6x32 SS matt screws	20	Mtrs	133/-		18%	2660.00
2	7318	8x38 SS matt screws	20	Mtrs	185/-		18%	3700.00
3	7318	6x50 matt screws	20	Mt	205/-		18%	4100.00
4	7318	8x32 matt screws	20	Mt	175/-		18%	3500.00
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								

16473/-

INWARD

Inward No: 1863 Dt: 27/8/22

MRN No: 1118? Dt: 29/8/22

Received By: Sign:

SUMMIT SALES LLP

HSN Code	Taxable Amount	GST%	CGST	SGST	IGST		
						Transport / If any	
						Total Amount before Tax	13960.00
						Add. CGST 9%	1256.50
						Add: SGST 9%	1256.50
						Add: IGST	
						GRAND TOTAL	16473.00

Amount in words: Sixteen thousand four hundred seventy three only

We Bank with:
HDFC BANK,
Paradise Branch, Secunderabad
Current Account: 00422000029168
RTGS/IFSC Code : HDFC0000042

* Goods once sold will not be taken back
Subject to Secunderabad Jurisdiction E&OE.

Receiver's Signature with Stamp

SUMMIT SALES LLP R.R. DIST. INWARD No: 9854 Date: 2/9/22 Sign:

For Sathyavarapu Hardwares

Authorised Signatory

Purchase Order

 04-08-2022 11:43:18 AM

90708
29.07.22 12:09:35

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

Supplier Details			
Sathyavarapu Hardwares,	**Doc No**	90708	170048
#2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.	**Doc Date**	04-08-2022	
	Quote No	Nil	
GSTIN 36BCBPS4784B1ZJ	**Quote Date**	29-07-2022	
65910337. 9885316000.	**SupplyType**	Supply	

Kind Attn : Mr. S. Ravi Kumar.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	130700 - HARD-Hardware - SS Screws -CSK Head- - 6x32mm - Pkts	20.00	133.00	0.00	18.00	3,138.80
2	636000 - HARD-Hardware - SS Screws -CSK Head- - 8x38mm - Pkts	20.00	185.00	0.00	18.00	4,366.00
3	191600 - HARD-Hardware - SS Screws -CSK Head- - 6x50mm - Pkts	20.00	205.00	0.00	18.00	4,838.00
4	189800 - HARD-Hardware - SS Screws-CSK Head- - 8x32mm - Pkts	20.00	175.00	0.00	18.00	4,130.00
	Total Order Value . . .					**16,472.80**

Rupees : Sixteen Thousand Four Hundred Seventy Two and Paise Eighty 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	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.
Completion Date	NA
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. proof of delivery/DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

04/08/22

Name : ______

Contact - -

Accepted the above Terms And Conditions

For ***Sathyavarapu Hardwares,***

Name : ______

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	29.07.2022			
Site & Phase :	SHLLP	Time:	11:00			
Supplier:		Req. No.	170048			
Material required before date:		ID No.	78538			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD1307-Hardware-SS Screws -CSK Head--6x32mm-Pkts	20	3	20		
2	HARD6360-Hardware-SS Screws -CSK Head--8x38mm-Pkts	20	2	20		
3	HARD1916-Hardware-SS Screws -CSK Head--6x50mm-Pkts	20	2	20		
4	HARD2752-Hardware-Hold fast---100mm-Kgs	50	201	50		
5	HARD1898-Hardware-SS Screws-CSK Head--8x32mm-Pkts	20	1	20		
6	HARD4494-Hardware-Chicken Mesh -12.7mm holex0.376mm--1000 x 30000mm-Bundles	20	37	20		
7	90708					
8						
9						
10						
Remarks:	For stock repleneshing Purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	N.Vanajakshi					
Approved By:	Prabhakar					
Sign & Date:						APPROVED BY 30 JUL 2022 SOHAM MODI MANAGING DIRECTOR