PURCHASE DIVISION
Advice for approval for credit to supplier

2

Date:	9/9/22	Prepared by	Sneha	Serial no.	8193
Supplier name	Ganesh tube traders			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	91246	PO/WO No.	24/8/22	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	314	~~91246~~ 29/8/22	1,770/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,770/-

Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	111422	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:	1,770/-
Amount E – PO / WO value:	47,674/-
Amount F – Difference (A – E):	45,904/-
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	19/9/22
Remarks:	final bill –

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Sneha				
Sign:	[signature]				
Date	9/9/22				
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.

GANESH TUBE TRADERS

TAX INVOICE

GSTIN: 36ADBPJ8881C1ZJ

Authorised Distributor

Clair

Bill To : **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Invoice No. : **314** Ref. No. : **91246** Invoice Date : **29-Aug-2022** Destination :
Ship To : **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Vehicle No. : E-way Bill No : Despatch From :

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**RED OXIDE**	350699	18 %	**20 NO**	75.00	NO		**1,500.00**
	CGST							**135.00**
	SGST							**135.00**
							Total:	**1,770.00**

INWARD
Inward No: 8628 Dt: 01/9/22
MRN No: 11422 Dt:
Received By: Sign:
SUMMIT SALES LLP

9246364748

Total Amount In Words: **INR One Thousand Seven Hundred Seventy Only**

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
350699	1,500.00	9%	135.00	9%	135.00	270.00
Total	**1,500.00**		**135.00**		**135.00**	**270.00**

Tax Amount (in words) : **INR Two Hundred Seventy 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: 98758 Date: 8/9/22 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

 25-08-2022 13:28:16

91246
17.08.22 12:59:50

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

Supplier Details			
Ganesh Tube Traders 5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.	**Doc No**	91246	170118
	Doc Date	24-08-2022	
	Quote No	Nil	
GSTIN 36ADBPJ8881C1ZJ 66568587/ 66384751	**Quote Date**	24-08-2022	
9246330441. 9949248666	**SupplyType**	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	330100 - PAWP-Paints - Wall Putty- Cement --Birla - 20 Kg - Bags	40.00	900.00	0.00	18.00	42,480.00
2	352000 - PAOX-Paints - Red Oxide--Asian - 1Kg - bags	20.00	75.00	0.00	18.00	1,770.00
3	425900 - PAWC-Paints - White cement--JK - 25Kgs - bags	5.00	535.00	0.00	28.00	3,424.00
					Total Order Value . . .	**47,674.00**

Rupees : Fourty Seven Thousand Six Hundred Seventy Four 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. 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.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	309	27/8/22	45,904/-
2.	314	29/8/22	1,770/-
3.			
4.			
5.			

Blnc: 1,770/-

For ***Summit Sales LLP***

Authorised Signatory

Name : Venu 25/8

Accepted the above Terms And Conditions

For ***Ganesh Tube Traders***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	20.08.2022			
Site & Phase :	SHLLP	Time:	12:00			
Supplier:		Req. No.	170118			
Material required before date:		ID No.	79107			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	PAWP3301-Paints -Wall Putty- Cement --Birla-20 Kg bag-Nos 30 Kg.	40	23	40		
2	PAOX3520-Paints -Red Oxide--Asian-1Kg-bags	20	3	20		
3	PAWC4259-Paints -White cement--JK-25Kgs-bags 91246	5	1	5		
4						
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
24 MAY 2023
P. VENKATESHWARLU
MANAGER PURCHASE

APPROVED BY
22 AUG 2022
SOHAM MODI
MANAGING DIRECTOR