PURCHASE DIVISION
Advice for approval for credit to supplier (X6)

Date:	22/09/22	Prepared by	Prashakar	Serial no.	8695
Supplier name	Supreme Agencies			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	12-09-22	PO/WO No.	91801	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3142	19/09/22	18,657-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	18,657-00
Proof of delivery by way of ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	111929	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:	18,657-00
Amount E – PO / WO value:	18,657-00
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	26/09/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prashakar			
Sign:		[signature] APPROVED			
Date		22 SEP 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

PRABHAKAR
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.

Original For Buyer

Supreme Agencies

GST INVOICE

Branch Office & Godown: 8-7-21,Old Bowenpally,Secunderabad - 500011 Tel:(040)48543886,48543889 Email: info@supremehyd.co.in

Name and Address of Buyer
C2260
SUMMIT SALES LLP
3 5-4-187/3&4 , II ND FLOOR
M G ROAD
SECUNDERABAD.-500003.,Telangana

Buyer's GSTIN No: 36ACQFS2044C1Z7

GSTIN No : 36ABWPS5297A1Z1

Tax Invoice No.	3142	**Invoice Date**	19-Sep-22
DC No. & Date.	/	**Due Date**	19-Sep-22
P.O. No.	91801 / 170166	**P.O. Date**	12-Sep-22
Terms of Payment	AGAINST DELIVERY	**Mode Of Dispatch**	AUTO
Transporter Name		**Vehicle No**	TS 10 UA 9758
L/R No.		**L/R Date**	
Freight Terms		**Bill Type**	GST Bill

Consignee Delivery Address
C2260
SUMMIT SALES LLP
SITE :
CHERLAPALLY,BESIDE KINGSTON PG COLLAGE
HYDERABAD,Telangana
State Code : 36.

S. No.	DESCRIPTION	HSN Code	No. of Pkgs	Quantity Unit	Rate Per Unit	Amount (Rs.)	GST %	GST Amount
	DURA FIL							
1	25MMX1220MMX2000MM DAWN - DURA FIL	39211900	1	58.56 SQM	270.00	15811.20	18.00	2846.02
	24 STS X 2.44 = 58.56 SQM							
Total			1	58.56 SQM		15811.20		2846.02

INWARD
Inward No: 18709 Dt: 19/9/22
MRN No: 111929 Dt: 20/9/22
Received By:
Sign:
SUMMIT SALES LLP

9246364748

GST Sum In Words:
Rupees Two Thousand Eight Hundred Forty-Six And Two Paisa Only

Bill Amount In Words:
Rupees Eighteen Thousand Six Hundred Fifty-Seven Only

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 99384
Date: 21/9/22
Sign:

Gross Total	15811.20
Freight Amt	0.00
CGST Amt	1423.01
SGST Amt	1423.01
IGST Amt	0.00
Round off	-0.22
Total Amount	18657.00

Terms & Conditions:

1. Our risk responsibility ceases after goods leave our godown.
2. Failure to pay on due date will attract interest @ 24% p.a.
3. All payments to be made throgh a crossed cheque / NEFT / RTGS
4. Goods Once Sold Cannot be taken back or Exchange.
5. All disputes are subject to Hyderabad jurisdiction only.

For Supreme Agencies

SUPREME AGENCIES HYDERABAD

Authorised Signatory

Registered Office: 10-5-127, Fathenagar, Hyderabad - 500018

Purchase Order

 13-09-2022 11:25:48 AM

91801
01.09.22 11:03:47

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

Supplier Details			
Supreme Agencies	**Doc No**	91801	170166
Fatehnagar	**Doc Date**	12-09-2022	
	Quote No	Nil	
GSTIN 36ABWPS5297A1Z1 23771946	**Quote Date**	07-09-2022	
23776002 9849137074	**SupplyType**	Supply	

Kind Attn : Mr. Rajesh

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	171900 - GENE-General Items - Mastic Pad-Armour Board-- 1200Wx11800Lmm - Nos *8' x 4'*	24.00	658.80	0.00	18.00	18,657.22
					Total Order Value . . .	**18,657.22**

Rupees : Eighteen Thousand Six Hundred Fifty Seven and Paise Twenty Two Only.

Terms and Conditions :-

Specification / All items shall be of "Supreme" brand,according to above size, each board 2 mtrs x 1.22 mtrs @ 270/- / sq.mtr.

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 you us.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications, above order is for Stock maintanace Purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Supreme Agencies***

Date : __/__/____

Requisition Form		Date:	07.09.2022			
Company Name:	SSLLP	Time:	11:00			
Site & Phase :	SHLLP					
Unit No./Block No.		Req. No.	170166			
Supplier:		ID No.	79560			
Material required before date:						
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	GENE1719-General Items-Mastic Pad-Armour Board--1200Wx11800LMM-Nos 91801	24		24		
2	CONS3000-Consumables-Gunny bags----Bags 91821	1000		1000		
3						
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 BY
1 SEP 2022
SOHAM MODI
MANAGING DIRECTOR