

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 22/09/22		Prepared by: Basu		Serial no. 8690	
Supplier name: Sadul Sanitary		Project: SAIL		HO inward no.	
Firm/Company: SAIL		PO/WO No. 92091		HO received date	
PO/WO date: 19/09/22		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	570	20/09/22	32,591-00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		32,591-00
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report		
MRN nos.: 111979	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:		32,591-00
Amount E – PO / WO value:		32,590.66
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:		Basu			
Sign:					
Date		22 SEP 2022			
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.

(ORIGINAL FOR RECIPIENT)

Cherlapally

A circular purple ink stamp. The outer ring contains the text "SUMMIT SALES, L.P." at the top and "P.R. DIST." at the bottom, separated by two stars. In the center, the words "IN WARD" are stamped. Below this, the following information is handwritten in black ink: "No: 99390", "Date: 22/9/24", and "Sign: [Signature]".

Purchase Order

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19-09-2022 4:15:35 PM



92091

16.09.22 3:00:43

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

Supplier Details

Praful Sanitary
3-6-138/5, Himayat Nagar, Hyderabad.

GSTIN 36ACWPG864A1ZG 40077300
65526886. 9849624797

Doc No	92091	170199
Doc Date	19-09-2022	
Quote No	NIL	
Quote Date	15-09-2022	
SupplyType	Supply	

Kind Attn : **Mr. Ashish Gupta**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 485800 - PLCP-Plumbing - CP Double Sq Jali-- - - - Nos	120.00	190.00	30.00	18.00	18,832.80
2 792000 - PLCP-Plumbing - CP Extension Nipple-- - 12X25mm - Nos	48.00	72.00	30.00	18.00	2,854.66
3 388600 - GENE-General Items - Teflon tapes-- - - - Nos	200.00	30.00	30.00	18.00	4,956.00
4 757900 - PLUM-Plumbing - PVC Connection-- - 600mm - Nos	60.00	120.00	30.00	18.00	5,947.20
Total Order Value . . .					32,590.66

Rupees : Thirty Two Thousand Five Hundred Ninty and Paise Sixty Six Only.

Terms and Conditions :-

Specification / As per details given in the quotation. Sl.no.1,2-'Camry' brand

Payment Terms After delivery of all materials & production of bill.

Tax All taxes included in above price.

Delivery Date Within 2days.

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil

Transportation Transport cost shall be borne by us.

Warranty 5yrs on Sl.no.1,2

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for Stock Replenishing 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 delivery /DC can be sent by email.



For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☒ Replenishing SLLP stock
- ☐ Other

For **Summit Sales LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name : _____

Date : __/__/__

Requisition Form									
Company Name:		SSLLP		Date:		15.09.2022			
Site & Phase :		SHLLP		Time:		12:00			
Supplier:				Req. No.		170199			
Material required before date:				ID No.		79879			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date			
1	PLCP6074-Plumbing-CP Wall Mixture----Nos	10	11	10					
2	PLCP7682-Plumbing-CP Angle Cock----Nos	50	166	50					
3	PLCP9117-Plumbing-CP Shower Arm ----Nos	15	0	15					
4	PLCP9522-Plumbing-CP Pillar Cock----Nos	15	31	15					
5	PLCP7891-Plumbing-CP Health Faucet----Nos	15	7	15					
6	PLCP4858-Plumbing-CP Double Sq Jali----Nos	120	75	120					
7	PLCP7920-Plumbing-CP Extension Nipple---12X25MM-Nos	48	55	48					
8	SACP6660-Sanitary-CP-SS Sink--Nirali-500X430MM-Nos	10	7	10					
9	GENE3886-General Items-Teflon tapes----Nos	200	345	200					
10	PLUM7579-Plumbing-PVC Connection---600MM-Nos	60	0	60					
Remarks:		For Stock replenishing purpose.							
		Project Manager		Purchase		MD			
Prepared By:		Mounika							
Approved By:		Prabhakar							
Sign & Date:									

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