PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 22/09/22 | Prepared by | Prabhakar | Serial no. | 8692 |
| Supplier name | Safal Sanitary | | | HO inward no. | |
| Firm/Company | SSLLP | Project | SHLLP | HO received date | |
| PO/WO date | 10/09/22 | PO/WO No. | 91782 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 558 | 16/09/22 | 46,496-60 | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | | | |
|---|---|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | | | 46,496-60 |
| Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | | | |
| MRN nos.: | 111864 | 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: | | | 46,496-60 |
| Amount E – PO / WO value: | | | 55,515-46 |
| Amount F – Difference (A – E): | | | 9,019-60 |
| 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: | Part Delivery | | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | Prabhakar | | | |
| Sign: | | APPROVED | | | |
| Date | | 22 SEP 2022 | | | |
| Approval limit | Upto 20k | Above 20k | Above 100k | Upto 20k | Above 20k |

P. PRABHAKAR
SR. 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.

## GST INVOICE

*(ORIGINAL FOR RECIPIENT)*

| | | |
|---|---|---|
| **PRAFUL SANITARY**<br>3-6-429/6,SRI SAI TOWER,<br>St.No.4 HIMAYAT NAGAR<br>HYDERABAD<br>GSTIN/UIN: 36ACWPG4864A1ZG<br>State Name : Telangana, Code : 36<br>E-Mail : prafulsanitary@gmail.com | Invoice No.<br>**PS/22-23/ 558** | Dated<br>**16-Sep-22** |
| | Delivery Note<br>**Invoice** | |
| | Reference No. & Date. | Other References<br>**Credit** |
| Buyer (Bill to)<br>**Summit Sales LLP**<br>5-4-187/3&4, IInd Floor, M.G Road<br>Secunderabad<br>GSTIN/UIN : 36ACQFS2044C1Z7<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**91782** | Dated<br>**10-Sep-22** |
| | Dispatch Doc No.<br>**Invoice** | Delivery Note Date<br>**16-Sep-22** |
| | Dispatched through<br>**Self** | Destination<br>**Cherlapally** |

| Sl No. | Description of Goods and Services | HSN/SAC | GST Rate | Quantity | Rate | per | Disc. % | Amount |
|---|---|---|---|---|---|---|---|---|
| 1 | **CP Bottle Trap** | 8481 | 18 % | **20 No:** | 1,176.00 | No: | 35 % | **15,288.00** |
| 2 | **CP Grating Square (Plain)** | 7326 | 18 % | **100 No:** | 190.00 | No: | 30 % | **13,300.00** |
| 3 | **25mm Extension Nipple** | 8481 | 18 % | **100 No:** | 72.00 | No: | 30 % | **5,040.00** |
| 4 | **Waste Coupling Half Thread** | 8481 | 18 % | **30 No:** | 275.00 | No: | 30 % | **5,775.00** |
| | | | | | | | | 39,403.00 |
| | ***Output CGST*** | | | | | | | **3,546.27** |
| | ***Output SGST*** | | | | | | | **3,546.27** |
| | ***ROUNDING OFF*** | | | | | | | **0.46** |
| | Total | | | **250 No:** | | | | **₹ 46,496.00** |

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 2123 Date 19/9/22 Sign.

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

**Indian Rupees Forty Six Thousand Four Hundred Ninety Six Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 8481 | 26,103.00 | 9% | 2,349.27 | 9% | 2,349.27 | 4,698.54 |
| 7326 | 13,300.00 | 9% | 1,197.00 | 9% | 1,197.00 | 2,394.00 |
| 99 | | 9% | | 9% | | |
| 99 | | 14% | | 14% | | |
| **Total** | **39,403.00** | | **3,546.27** | | **3,546.27** | **7,092.54** |

Tax Amount (in words) : **Indian Rupees Seven Thousand Ninety Two and Fifty Four paise Only**

PRAFUL SANITARY HIMAYATNAGAR HYDERABAD-29.

Company's PAN : **ACWPG4864A**

Declaration

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

for PRAFUL SANITARY

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

INWARD
Inward No: 18704 Dt: 16/9/22
MRN No: 111864 Dt: 17/9/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP IN WARD No: 99388 Date: 22/9/22 Sign: R.R. DIST.

# Purchase Order

 13-09-2022 11:17:55 AM

91782
01.09.22 11:03:14

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<br>3-6-138/5, Himayat Nagar, Hyderabad.<br><br>**GSTIN** 36ACWPG864A1ZG 40077300<br>65526886. 9849624797 | **Doc No** | 91782 | 170168 |
| | **Doc Date** | 10-09-2022 | |
| | **Quote No** | NIL | |
| | **Quote Date** | 08-09-2022 | |
| | **SupplyType** | Supply | |

**Kind Attn : Mr. Ashish Gupta**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 930300 - PLCP-Plumbing - CP Bottle Trap-- - - - Nos | 30.00 | 1,176.00 | 35.00 | 18.00 | 27,059.76 |
| 2 | 485800 - PLCP-Plumbing - CP Double Sq Jali-- - - - Nos | 100.00 | 190.00 | 30.00 | 18.00 | 15,694.00 |
| 3 | 792000 - PLCP-Plumbing - CP Extension Nipple-- - 12X25mm - Nos | 100.00 | 72.00 | 30.00 | 18.00 | 5,947.20 |
| 4 | 338100 - PLCP-Plumbing - CP Wash Basin Waste Coupling -- - - - Nos | 30.00 | 275.00 | 30.00 | 18.00 | 6,814.50 |
| | | | | **Total Order Value . . .** | | **55,515.46** |

Rupees : Fifty Five Thousand Five Hundred Fifteen and Paise Fourty 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<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra |
| **Penality 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 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 delivery /DC can be sent by email. |

**PART DELIVERY DETAILS**

| S.no. | Bill no. | Bill Dt. | Amount |
|---|---|---|---|
| 1. | 558 | 16/09 | 46,496 |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |

For ***Summit Sales LLP***

Authorised Signatory

Name :

Name :

Accepted the above Terms And Conditions

For ***Praful Sanitary***

Date : _/_/__

# Estimate/Draft PO

 12-09-2022 2:40:33 PM Original / Of  Purchase Div.Copy

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 | **Doc No** | 91782 | 170168 |
| 3-6-138/5, Himayat Nagar, Hyderabad. | **Doc Date** | 10-09-2022 | |
| | **Quote No** | NIL | |
| **GSTIN** 36ACWPG864A1ZG  40077300 | **Quote Date** | 08-09-2022 | |
| 65526886.  9849624797 | **SupplyType** | Supply | |

**Kind Attn : Mr. Ashish Gupta**

Estimate/Draft PO for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 930300 - PLCP-Plumbing - CP Bottle Trap-- - - - Nos | 30.00 | 1,176.00 | 35.00 | 18.00 | 27,059.76 |
| 2 | 485800 - PLCP-Plumbing - CP Double Sq Jali-- - - - Nos | 100.00 | 190.00 | 30.00 | 18.00 | 15,694.00 |
| 3 | 792000 - PLCP-Plumbing - CP Extension Nipple-- - 12X25mm - Nos | 100.00 | 72.00 | 30.00 | 18.00 | 5,947.20 |
| 4 | 338100 - PLCP-Plumbing - CP Wash Basin Waste Coupling -- - - - Nos | 30.00 | 275.00 | 30.00 | 18.00 | 6,814.50 |
| | | | | **Total Order Value . . .** | | **55,515.46** |

Rupees : Fifty Five Thousand Five Hundred Fifteen and Paise Fourty 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<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra |
| **Penality 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 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 delivery /DC can be sent by email. |

**For MDs APPROVAL**
- [x] High Value/quantity beyond limits.
- [ ] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarification
- [ ] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
12 SEP 2022
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For *Praful Sanitary*

Name :

Date : __/__/____

| | | | | | | |
|---|---|---|---|---|---|---|
| Requisition Form | | | | | | |
| Company Name: | SSLLP | Date: | 08.09.2022 | | | |
| Site & Phase : | SHLLP | Time: | 12:00 | | | |
| Supplier: | | Req. No. | 170168 | | | |
| Material required before date: | | ID No. | 79604 | | | |
| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
| 1 | PLCP6074-Plumbing-CP Wall Mixture----Nos | 40 | 1 | 40 | | |
| 2 | PLCP7791-Plumbing-CP Sink Cock with Swivel Spout ----Nos | 50 | 0 | 50 | | |
| 3 | PLCP9117-Plumbing-CP Shower Arm ----Nos | 50 | 0 | 50 | | |
| 4 | PLCP9522-Plumbing-CP Pillar Cock----Nos 91782 | 35 | 18 | 35 | | |
| 5 | PLCP9303-Plumbing-CP Bottle Trap----Nos | 30 | 81 | 30 | | |
| 6 | PLCP4858-Plumbing-CP Double Sq Jali----Nos 91781 | 100 | 31 | 100 | | |
| 7 | PLCP7920-Plumbing-CP Extension Nipple---12X25MM-Nos | 100 | 14 | 100 | | |
| 8 | PLCP3381-Plumbing-CP Wash Basin Waste Coupling ----Nos | 30 | 44 | 30 | | |
| 9 | PLCP7891-Plumbing-CP Health Faucet----Nos | 30 | 35 | 30 | | |
| 10 | SACP5859-Sanitary-CP-SS Sink--Franke-500X430MM-Nos | 10 | 8 | 10 | | |
| Remarks: | For Stock repleneshing purpose. 5300 - 33% | | | | | |
| | | | | | | |
| | Engineer | Project Manager | | Purchase | | MD |
| Prepared By: | N.Vanajakshi | | | | | |
| Approved By: | Prabhakar | | | | | |
| Sign & Date: | | | | | | |

APPROVED BY
09 SEP 2022
SOHAM MODI
MANAGING DIRECTOR