

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: <u>23/09/22</u>		Prepared by: <u>[Signature]</u>		Serial no. <u>8717</u>	
Supplier name: <u>S.R. Furniture Works</u>		Project: <u>844UP</u>		HO inward no.	
Firm/Company: <u>8544P</u>		PO/WO No. <u>92209</u>		HO received date	
PO/WO date: <u>22/09/22</u>		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	<u>005</u>	<u>24/08/22</u>	<u>Rs. 876-00</u>	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): Rs. 876-00

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

MRN nos.:	Proof of delivery matches MRN	☐ Yes ☒ No
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Amount B – Other Credits : Transportation charges _____

Amount C – Other Debits : _____

Amount D (D=A+B-C) – Amount to be credited to the supplier: Rs. 876-00

Amount E – PO / WO value: Rs. 876-00

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:		<u>[Signature]</u>			
Sign:		<u>[Signature]</u>			
Date		<u>23 SEP 2022</u>			
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 weightment 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.

S R FURNITURE WORKS

ALL TYPES OF ENGINEERING WORKS

Plot No. 284, B.N. Reddy Nagar, Cherlapally, Hyderabad - 500 051.

To
M/s Summit Sales Up
Cherlapally
Hyderabad
GST No. 36 ACQPS 2044 C127

Invoice No. : 005
Date : _____
P.O. No. : _____
Date : 24/08/2022

Sl.No.	PARTICULARS	HSN CODE	QTY	RATE	AMOUNT
1.	Iron Grills powder Coating Serial NO: 6643 Dated: 23/08/2022	7301	1020kg	20/-	20,400/-
2.	Iron Grills powder Coating Serial NO: 6739 Dated: 24/08/2022	7301	1390kg	20/-	27,800/-

INWARD	
Inward No: 18590	Dt: 23/8/22
MRN No:	Dt:
Received By:	Sign: <i>S</i>
SUMMIT SALES LLP	

INWARD	
Inward No: 18592	Dt: 24/8/22
MRN No:	Dt:
Received By:	Sign: <i>S</i>
SUMMIT SALES LLP	

Rupees in Words... Fifty Eight Thousand
Eight Seventy for only

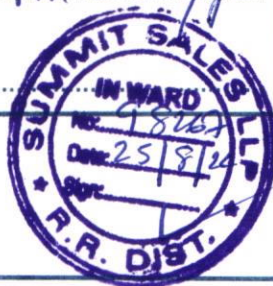
Total Amount Before Tax	48,200/-
CGST 9%	4338/-
SGST 9%	4338/-
IGST %	—
Total Amount After Tax	56,876/-

Goods once sold will not be taken back

For **S R FURNITURE WORKS**

Customer Signature

Signature



Purchase Order

Page(s) 1 Of 1

22-09-2022 15:24:35

Orii

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



92209
16.09.22 3:01:07

Supplier Details

S R Engineering Works
Plot no. 855, B.N. Reddy Nagar, Cherlapally village, Kapra Mandal,
Medchal Malkajgiri Dist.

GSTIN 36ACWFS5966K1ZZ

8885969890/8885969898

Doc No	92209	170208
Doc Date	22-09-2020	
Quote No	Nil	
Quote Date	12-05-2020	
SupplyType	Supply	

Kind Attn : D.R. Swamy

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6196 - Miscellaneous - Powder Coating Charges - NA - Kgs Grills powder coating	1,020.00	20.00	0.00	18.00	24,072.00
2 6196 - Miscellaneous - Powder Coating Charges - NA - Kgs Grills powder coating	1,390.00	20.00	0.00	18.00	32,804.00
Total Order Value . . .					56,876.00

Rupees : Fifty Six Thousand Eight Hundred Seventy Six Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Powder coating, delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Work done.
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penalty For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	Payment as per actual weightment. Above order for MS cloth hangers powder coating purpose(Vide Inv no. 005, dt.24/08/2022).
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **S R Engineering Works**

Name : _____

Name : _____

Date : __/__/__



SRI SAI WEIGH BRIDGE

Opp. BST Steels, Plot No. 1263, Cherlapally Main Road, B.N. Reddy Nagar, Hyderabad.

COMPUTERISED 60 TONNES WEIGH BRIDGE

24 HOURS SERVICE



SERIAL No. :

664371

VEHICLE No.:

TS08UE 7192

GROSS :

2610

Kg.

DATE :

23/08/2022

TIME :

16:37

TARE :

1590

Kg.

DATE :

23/08/2022

TIME :

14:18

NETT :

1020

Kg.

WEIGHMENT CHARGES Rs.:

60

Wayard No:

Dt: 23/8/22

MRN No:

Dt:

Received By:

Sign:

SUMMIT SALES LLP

Operator's Signature

*** Our responsibility ceases once the Vehicle leaves the platform.**



SRI SAI WEIGH BRIDGE

Opp. BST Steels, Plot No. 1263, Cherlapally Main Road, B.N. Reddy Nagar, Hyderabad.

COMPUTERISED 60 TONNES WEIGH BRIDGE

24 HOURS SERVICE



SERIAL No. :

VEHICLE No.:

GROSS : 6739
2955

Kg. **DATE :** TS08UE 7192
24/08/2022 15:03 **TIME :**

TARE : 1565

Kg. **DATE :** 24/08/2022 14:15 **TIME :**

NETT : 1390

INWARD
Inward No.: Di: 24/8/22

MRN No.: Di:

Received By: Sign:

WEIGHMENT CHARGES Rs.: 60

SUMMIT SALES LLP

Operator's Signature

*** Our responsibility ceases once the Vehicle leaves the platform.**

Requisition Form

Company Name:		SSLLP		Date:		16.09.2022	
Site & Phase :		SHLLP		Time:		10:00	
Supplier				Req.No.		170208	
Material required before date:					ID No.		79803
No	Description	Size	Quantity	Units	Inward No	Date	
1.	Iron Grills powder coating		1020	Kg's			
2.	Iron Grills powder coating		1390	Kg's			
Remarks: For Powder coating purpose .							
Prepared By		N. Vanajakshi		Approved by			
Sign. & Date		16.09.2022		Sign. & Date			

Note: On receipt of material at site write inward number and date in last 2 columns.