PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	24/9/22	Prepared by	Kavitha	Serial no.	**8831**
Supplier name	Veesamsetty Srinivas			HO inward no.	
Firm/Company	SSLLP	Project	SHIIP	HO received date	
PO/WO date	12/9/22	PO/WO No.	91802	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2894	12/9/22	19,947/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	19,947/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	112088	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:	19,947/-
Amount E – PO / WO value:	19,947/-
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	03/10/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kavitha				
Sign:	24/9/22				
Date					
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.

GSTIN : 36ABHPV6650M1ZX

TAX INVOICE

Cell : 9246154402

VEESAMSETTY SRINIVAS

HARDWARE, PAINTS, PLYWOOD, ELECTRICAL, SANITARY, P.V.C. & C.P.V.C. FITTINGS

Shop No. 1-6-287, Kandozi Bazar, Near General Bazar, Secunderabad - 500 003.

Credit

To,
M/s. Summit Sales LLP
IInd Floor MG. Road

Party's GST No. 36ACQFS2044C127.

Invoice No. 2894
Date : 12.9.2022.
P.O. No. 91802 Dt.

Sl. No.	HSN Code	QTY.	Particulars	Rate Per Unit	18% GST AMOUNT	
1.	3209	8 x 4 ltrs	Indigo Paint Floor Coat. yellow.	2113	16,904	00

INWARD
Inward No: 18730 Dt: 22/9/22
MRN No: 1/2088. Dt: 24/9/22
Received By: Sign:
SUMMIT SALES LLP

Goods once sold will not be taken back or exchanged.
Interest @ 24% will be charged, if payment is not made by the due date.
Subject to Secunderabad Jurisdiction only.
E. & O.E.

SUMMIT SALES LLP
IN WARD
No: 99512
Date: 24/9/22
Sign:
R.R. DIST

TOTAL	16,904	00
SGST	1521	36
CGST / IGST	1521	36
Round Off		28
TOTAL BILL VALUE	19,947	00

Rupees (in words) Ninteen Thousand Nine hudred and forty seven Only.

For VEESAMSETTY SRINIVAS

Receiver's Signature

Purchase Order

 13-09-2022 11:25:48 AM

91802
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			
Veesamsetty Srinivas	**Doc No**	91802	170170
Shop no. 1-6-287, Kandozi Bazar, Near General Bazar, Secunderabad - 500003	**Doc Date**	12-09-2022	
	Quote No	nil	
GSTIN 36ABHPV6650M1ZX	**Quote Date**	09-09-2022	
040-66204402 9246154402	**SupplyType**	Supply	

Kind Attn : Mr. V. Satish

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	853900 - PAFP-Paints - Floor paint-Yellow-Indigo - 4Ltrs - can	8.00	2,113.00	0.00	18.00	19,946.72
					Total Order Value . . .	**19,946.72**

Rupees : Ninteen Thousand Nine Hundred Fourty Six and Paise Seventy Two Only.

Terms and Conditions :-

Specification /	All items shall be of Indigo Brand
Payment Terms	100% Advance
Tax	Nil
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	19946.7/-by cheque.....
Other Terms	We reserve the right to reject items not confoming quality and specifications.Above order for stock replenishing purpose.
Completion Date	NA
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

For ***Summit Sales LLP***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Veesamsetty Srinivas***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	08.09.2022			
Site & Phase :	SHLLP	Time:	12:00			
Supplier:		Req. No.	170170			
Material required before date:		ID No.	79606			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	PAWP3425-Paints -Wall Putty -Gypsum--NCL Altek-30Kgs-bags	100	109	100		
2	PAOX9331-Paints -Black Oxide--Asian-1Kg -bags 91799	10	30	10		
3	PAEN3259-Paints - Enamel-Bottle Green-Asian-4Ltrs-can	4	7	4		
4	PATO8456-Paints -Turpentine oil---1 ltr can-Nos 91805	20	2	20		
5	PAWC7286-Paints -White cement--Birla-25Kgs-bags	5	5	5		
6	PAFP8539-Paints -Floor paint-Yellow-Indigo-4Ltrs-can 91802	8	2	8		
7	CHEM4746-Chemical-Araldite---450gms-Nos	40		40		
8						
9						
10						
Remarks:	For Stock repleneshing purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	N.Vanajakshi					
Approved By:	Prabhakar					
Sign & Date:						

APPROVED BY
09 SEP 2022
SOHAM MODI
MANAGING DIRECTOR