

PURCHASE DIVISION
Advice for approval for credit to supplier

②

Date:		27/9/22		Prepared by	Kavitha	Serial no.	
Supplier name		Psaful Sanitary				HO inward no.	
Firm/Company		SSUP		Project	SHUP	HO received date	
PO/WO date		20/9/22		PO/WO No.	92086	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	PS/22-23/580	22/9/22	25,825/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.			1	☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		25,825/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report		
MRN nos.:	112094	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:		25,825/-
Amount E – PO / WO value:		25,825/-
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		3/10/22
Remarks:		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kavitha				
Sign:	27/9/22				
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.

(ORIGINAL FOR RECIPIENT)

(ORIGINAL FOR RECIPIENT)

Invoice No. PS/22-23/ 580	Dated 22-Sep-22
Delivery Note Invoice	
Reference No. & Date.	Other References 9618244433
Buyer's Order No. 92086	Dated 20-Sep-22
Dispatch Doc No. Invoice	Delivery Note Date 22-Sep-22
Dispatched through Goods Vehicle	Destination Cherlapally

Purchase Order

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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	92086	170204
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 479400 - PLUM-Plumbing - CPVC-Ball valve-- - 32mm - Nos	10.00	600.14	42.00	18.00	4,107.36
2 520500 - PLUM-Plumbing - CPVC-Tank Connector-- - 32mm - Nos	50.00	152.93	42.00	18.00	5,233.26
3 321000 - PLUM-Plumbing - CPVC-Tee-- - 32mm - Nos	80.00	108.72	42.00	18.00	5,952.64
4 772800 - PLUM-Plumbing - CPVC-Ball Valve -- - 20mm - Nos	30.00	189.10	42.00	18.00	3,882.60
5 730200 - PLUM-Plumbing - CPVC-Plain Tee-- - 25mm - Nos	20.00	51.13	42.00	18.00	699.87
6 801400 - PLUM-Plumbing - CPVC-Female Threaded Adapter Brass- - 20MM - Nos 3/4" x 3/4"	40.00	217.33	42.00	18.00	5,949.63
Total Order Value . . .					25,825.35
Rupees : Twenty Five Thousand Eight Hundred Twenty Five and Paise Thirty Five Only.					

Terms and Conditions :-

Specification / All items shall be of Sudhakar brand/company

Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Next Working Day.

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 Nil

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 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

For **Summit Sales LLP**

Accepted the above Terms And Conditions

Authorised Signatory

For **Praful Sanitary**

Name :

Name :

Date : _/_/_



For MDs APPROVAL

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

Purchase Order

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to site. original invoice must b

Original / Office Copy / Purchase Div.Copy

For **Summit Sales LLP**

Authorised Signatory


Name : _____

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name : _____

Date : __/__/__

Requisition Form						
Company Name:		SSLIP	Date:	15.09.2022		
Site & Phase :		SHLLP	Time:			
Unit No./Block No.						
Supplier:			Req. No.	170204		
Material required before date:			ID No.	79889		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	
1	PLUM3210-Plumbing-CPVC-Tee---32MM-Nos	80	103	80		
2	PLUM5205-Plumbing-CPVC-Tank Connector---32MM-Nos	50	169	50		
3	PLUM4794-Plumbing-CPVC-Ball valve---32MM-Nos	10	24	10		
4	PLUM7728-Plumbing-CPVC-Ball Valve ---20MM-Nos	30	108	30		
5	PLUM7302-Plumbing-CPVC-Plain Tee---25MM-Nos	20	91	20		
6	PLUM8014-Plumbing-CPVC-Female Threaded Adapter Brass--20MM-Nos	40		40		
7						
8						
9						
10						
Remarks:		For Stock Replenishing Purpose.				
Engineer		Project Manager	Purchase			
Prepared By:	N. Vanajakshi					
Approved By:	Prabhakar					
Sign & Date:						

APPROVED BY
17 SEP 2022
SHAM MODI
MANAGING DIRECTOR