PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	09/10/22	Prepared by	Prabhakar	Serial no.	9170
Supplier name	Ganesh Tube Traders			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	27/09	PO/WO No.	92311	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	378	27/09	28,320-00	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	28,320-00
Proof of delivery by way of ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 112254	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:	—
Amount E – PO / WO value:	28,320-00
Amount F – Difference (A – E):	28,320-00
	—
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	17/10
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED			
Date		08 OCT 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.

TAX INVOICE

GANESH TUBE TRADERS

GSTIN: 36ADBPJ8881C1ZJ

Authorised Distributor

Bill To : **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Invoice No. : **378** Ref. No. : **92311** Invoice Date : **27-Sep-2022**
Ship To : **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Destination : Vehicle No. : E-way Bill No : Despatch From :

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**ARALDITE 500GMS**	350699	18 %	**40 NO**	600.00	NO		**24,000.00**
	CGST							**2,160.00**
	SGST							**2,160.00**
				Total:				**28,320.00**

INWARD
Inward No: 8772 Dt: 27/9/22
MRN No: 1/2254 Dt: 29/9/22
Received By: Sign:
SUMMIT SALES LLP

9246364748

Total Amount In Words: **INR Twenty Eight Thousand Three Hundred Twenty Only**

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
350699	24,000.00	9%	2,160.00	9%	2,160.00	4,320.00
Total	**24,000.00**		**2,160.00**		**2,160.00**	**4,320.00**

Tax Amount (in words) : **INR Four Thousand Three Hundred Twenty Only**

Company's Bank Details
Bank Name : **HDFC BANK**
A/c No. : **50200014835551**
Branch & IFS Code: **PG ROAD,SEC-BAD & HDFC0000042**

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

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 99964 Date: 6/10/22 Sign:

For GANESH TUBE TRADERS

Authorised Signatory

5-2-270, PLOT NO. 29, HYDERBASTI,
RANIGUNJ , SECUNDERABAD-3
TELANGANA PIN 500003
Ph.: 04066568587 9246330441
Email : ganeshtubetraders@gmail.com

Purchase Order

 26-09-2022 13:03:55

92311
16.09.22 3:01:07

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

Supplier Details			
Ganesh Tube Traders 5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.	**Doc No**	92311	170233
	Doc Date	26-09-2022	
	Quote No	Nil	
GSTIN 36ADBPJ8881C1ZJ 66568587/ 66384751	**Quote Date**	26-09-2022	
9246330441. 9949248666	**SupplyType**	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	474600 - CHEM-Chemical - Araldite-- - 450gms - Nos	40.00	600.00	0.00	18.00	28,320.00
					Total Order Value . . .	**28,320.00**

Rupees : Twenty Eight Thousand Three Hundred Twenty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
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	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Final payment as per actual weighment. 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 deli vary /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Venu 28/09/22

Name : ____________

Accepted the above Terms And Conditions

For ***Ganesh Tube Traders***

Name : ____________

Date : __/__/____

Requisition Form							
Company Name:	SSLLP	Date:	23.09.2022			
Site & Phase :	SHLLP	Time:	3:30			
Supplier:		Req. No.	170233			
Material required before		ID No.	80036			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CHEM4746-Chemical-Araldite---450gms-Nos 923111	40	0	40		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	For Stock repleneshing purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	P.Kavitha		APPROVED 27 SEP 2022 P. VENKATESHWARLU MANAGER PURCHASE		APPROVED BY 24 SEP 2022 SOHAM MODI MANAGING DIRECTOR	
Approved By:	Prabhakar					
Sign & Date:						