

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	9/10/22	Prepared by	P. Sankar	Serial no.	9176
Supplier name	Paafu Sanitary			HO inward no.	
Firm/Company	SSHP	Project	SSHP	HO received date	
PO/WO date	26/09	PO/WO No.	92293	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	608	28/09/22	31,404.70	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				31,404.70	
Proof of delivery by way of ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	112262		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:				31,404.70	
Amount E – PO / WO value:				31,404.70	
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		17/10			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
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)

A circular purple ink stamp. The outer ring contains the text "SUMMIT SALES CORP." at the top and "P.R. DIST." at the bottom, separated by two stars. In the center, the words "IN WARD" are stamped. Below this, the handwritten text "No: 99987" is present. Underneath the number is the handwritten date "Date: 6/10/42". At the bottom of the stamp, the word "Sign:" is followed by a handwritten signature.

Purchase Order

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92293

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

Praful Sanitary
3-6-138/5, Himayat Nagar, Hyderabad.

GSTIN 36ACWPG864A1ZG 40077300
65526886. 9849624797

Doc No	92293	170232
Doc Date	26-09-2022	
Quote No	NIL	
Quote Date	23-09-2022	
SupplyType	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 465700 - PLUM-Plumbing - CPVC-Reducer tee-- - 25x20mm - Nos	100.00	82.99	42.00	18.00	5,679.84
2 824400 - PLUM-Plumbing - CPVC-Plain elbow-- - 32mm - Nos	90.00	86.57	42.00	18.00	5,332.37
3 355900 - PLUM-Plumbing - CPVC-FAPT-- - 32mm - Nos	90.00	115.50	42.00	18.00	7,114.34
4 479400 - PLUM-Plumbing - CPVC-Ball valve-- - 32mm - Nos	10.00	600.14	42.00	18.00	4,107.36
5 894600 - PLUM-Plumbing - CPVC-Calmp-- - 32mm - Nos	200.00	13.65	42.00	18.00	1,868.41
6 653000 - PLUM-Plumbing - CPVC-Reducer FTA -- - 20x15mm - Nos 32mm	40.00	115.50	42.00	18.00	3,161.93
7 685400 - PLUM-Plumbing - CPVC-Reducer -- - 32mm - Nos	100.00	60.49	42.00	18.00	4,139.94
Total Order Value . . .					31,404.17

Rupees : Thirty One Thousand Four Hundred Four and Paise Seventeen 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

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name : _____

Date : __/__/__

Purchase Order

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Original / Office Copy / Purchase Div.Copy

Measurement

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 invoice must be sent to HO Office or Purchase site office.Proof of delivery/DC can be sent by email.

For **Summit Sales LLP**

Authorised Signatory



Name : _____

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name : _____

Date : __/__/__

Requisition Form							
Company Name: SSLLP		Date: 23.09.2022					
Site & Phase : SHLLP		Time: 3:30					
Supplier:		Req. No. 170232					
Material required before		ID No. 80011					
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	PLUM4657-Plumbing-CPVC-Reducer tee---25x20MM-Nos	100 ✓	2-0	100			
2	PLUM8244-Plumbing-CPVC-Plain elbow---32MM-Nos	90 ✓	103	90			
3	PLUM3559-Plumbing-CPVC-FAPT---32MM-Nos	90 ✓	181	90			
4	PLUM4794-Plumbing-CPVC-Ball valve---32MM-Nos	10 ✓	24	10			
5	PLUM8946-Plumbing-CPVC-Calmp---32MM-Nos	200 ✓	38	200			
6	PLUM6530-Plumbing-CPVC-Reducer FTA ---20x15MM-Nos	40 ✓	30	40			
7	PLUM6854-Plumbing-CPVC-Reducer ---32MM-Nos 25mm - 71.79-421.	100 (40) ✓	3	40			
8							
9							
10							
Remarks: For Stock replenishing purpose.							
Engineer		Project Manager		Purchase		MD	
Prepared By: P.Kavitha							
Approved By: Prabhakar							
Sign & Date:							

APPROVED BY

24 SEP 2022

SOHAM MODI
MANAGING DIRECTOR