PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/10/22	Prepared by	Sneha	Serial no.	9193
Supplier name	Santhosh. tarpaulin			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	29/9/22	PO/WO No.	92424	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	248	1/10/22	17,166.64/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	17,166.64/-

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

MRN nos.:	112468	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:	17,166.64/-
Amount E – PO / WO value:	17,166.64/-
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	17/10/22
Remarks:	final bill -

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Sneha	Prabhakar			
Sign:	[signature]	[signature] APPROVED			
Date	11/10/22	11 OCT 2022			
Approval limit	Upto 20k	Above 20k P. PRABHAKAR MANAGER-PURCHASE	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.

TAX-INVOICE

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
To SUMMIT SALES LLP 5-4-187/3&3IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36ACQFS2044C1Z7**	Invoice No:**248** Invoice Date: 01/10/2022 P.O.No.92424/170244 P.O.Date: 20.09.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	COVER BLOCS ALL IN ONE RCC200 nos X 50bags	6810	10000 NOS	@ 0.85/-	**8,500.00**
2	HDPE TARPAULIN SIZE 18ft X 12ft 20 NOS	3926	4320 SFT	@ 1.40/-	**6,048.00**

INWARD
Inward No: 18802 Dt: 3/10/22
MRN No: 112468 Dt: 6/10/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 99988
Date: 6/10/22
Sign:

Rupees in words
SEVENTEENTHOUSAND ONE HUNDERED SIXTY SIX AND SIXTY FOUR PAISEONLY

Total ::	**14,548.00**
CGST @ 9 %	**1,309.32**
SGST @ 9%	**1,309.32**
IGST 18% ::	
Grand Total ::	**17,166.64**

Receiver Signature & Seal

For SANTHOSH TARPAULIN

TAX-INVOICE

SANTHOSH TARPAULIN

2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District – 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC
Email id: santhoshtarp@gmail.com
Cell: 9642662732
Bank Account : AXIS BANK
Acc.No.919020039284737
IFSC CODE :UTIB0001378

To SUMMIT SALES LLP
5-4-187/3&3IInd floor MG ROAD
SECUNDERABAD 500003
GSTIN No. 36ACQFS2044C1Z7

Invoice No:**248**
Invoice Date: 01/10/2022
P.O.No.92424/170244
P.O.Date: 20.09.2022

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INWARD
Inward No: 18802 Dt: 3/10/22
MRN No: 12468 Dt: 6/10/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD No. 99988
Date 6/10/22
Sign:

Rupees in words
SEVENTEENTHOUSAND ONE HUNDRED SIXTY SIX AND SIXTY FOUR PAISEONLY

Total ::	**14,548.00**
CGST @ 9 %	**1,309.32**
SGST @ 9%	**1,309.32**
IGST 18% ::	
Grand Total ::	**17,166.64**

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Purchase Order

29-09-2022 12:57:56

92424

16.09.22 3:01:08

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

Supplier Details			
Santosh Tarpaulin	**Doc No**	92424	170244
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc Date**	29-09-2022	
	Quote No	Nil	
GSTIN 36ATWPA1307P1ZC	**Quote Date**	29-09-2022	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	629900 - GENE-General Items - Plastic Blue Sheet-- - 3600Wx5400Lmm - Sft	4,320.00	1.40	0.00	18.00	7,136.64
2	322400 - BUIL-Building Material - Spacers all in one-RCC-- - - - Nos	10,000.00	0.85	0.00	18.00	10,030.00
					Total Order Value . . .	**17,166.64**

Rupees : Seventeen Thousand One Hundred Sixty Six and Paise Sixty Four Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
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. Above order for Stock repleneshing purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	28.09.2022			
Site & Phase :	SHLLP	Time:	12:00			
Supplier:		Req. No.	170244			
Material required before date:		ID No.	80667			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	BUIL3224-Building Material-Spacers all in one-RCC----Nos 92424	10000	2000	10000		
2	GENE6299-General Items-Plastic Blue Sheet---3600Wx5400LMM-Sft	4320	768	4320		
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	For Stock repleneshing purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	P.sneha					
Approved By:	Prabhakar					
Sign & Date:						

APPROVED BY
28 SEP 2022
SOHAM MODI
MANAGING DIRECTOR