PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	10/10/2022	Prepared by	P. Prabhakar	Serial no.	9245
Supplier name	Ace. Business Solutions.			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	14/09/2022	PO/WO No.	91943	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	08/09/22	17/09/2022	38,000.00/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

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

MRN nos.:	112570	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:	38,000.00/-
Amount E – PO / WO value:	38,000.00/-
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	17/10/2022
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	P. Prabhakar APPROVED				
Sign:					
Date	10 OCT 2022				
Approval limit	Upto 20k P. PRABHAKAR Sr. MANAGER PURCHASE	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 : 36ANLPK6297R1ZU

Original Copy

TAX INVOICE

Ace Business Solutions

NRSC Colony, Hydernagar
Hyderabad, 500082
Tel. : 8555004783

Invoice No. : 08/09-22 Dated : 17-09-2022	Place of Supply : Telangana (36) Reverse Charge : N
Billed to : Summit Sales LLP 5-4-187 / 3 AND 4, 3RD FLOOR SOHAM MANSION, M.G ROAD, SECUNDERABAD Telangana, 500003 GSTIN / UIN : 36ACQFS2044C1Z7	***Shipped to :*** Summit Sales LLP 5-4-187 / 3 AND 4, 3RD FLOOR SOHAM MANSION, M.G ROAD, SECUNDERABAD Telangana, 500003 GSTIN / UIN : 36ACQFS2044C1Z7

S.N.	Description of Goods	HSN/SAC Code	Qty.	Unit	Price	Amount(₹)
1.	Laptop *Lenovo Intel Core I3 11th Gen(8GB 512GB SSD/windows11 Home)*	847130	1.00	Pcs.	32,203.39	32,203.39
2.	Laptop Bag	4202990	1.00	Pcs.	0.00	0.00
						32,203.39
	Add : CGST			@	*9.00 %*	2,898.31
	Add : SGST			@	*9.00 %*	2,898.31
	Less : Rounded Off (-)					0.01
	Grand Total		**2.00**	**Pcs.**	₹	**38,000.00**

INWARD
Inward No: 523 Dt: 19/9/22
MRN No: 112570 Dt:
Received By: Sign:
MO PROPERTIES

Tax Rate	Taxable Amt.	CGST Amt.	SGST Amt.	Total Tax
18%	32,203.39	2,898.31	2,898.31	5,796.62

SUMMIT SALES LLP R.R. DIST. INWARD No: 99297 Date: 21/9/22 Sign:

Rupees Thirty Eight Thousand Only

Bank Details : State Bank of India, Hydernagar Br
A/c No. 33963850153 IFSC Code:SBIN0011665

Terms & Conditions

E.& O.E.
1. Goods once sold will not be taken back.
2. Interest @ 18% p.a. will be charged if the payment is not made with in the stipulated time.
3. Subject to 'Telangana' Jurisdiction only.

Receiver's Signature :

ACE BUSINESS SOLUTIONS HYDERABAD

For Ace Business Solutions

Authorised Signatory

 14-09-2022 14:42:12

Purchase Order

91943
01.09.22 11:06:46

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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

Ace Business Solution
NRSA Colony,Hydernager, Hyderbad.

GSTIN 36ANLPK6297R1ZU
8555004783 8297074707

Doc No	91943	170141
Doc Date	14-09-2022	
Quote No	Nil	
Quote Date	09-08-2022	
SupplyType	Supply	

Kind Attn : Mr.Sushil Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 112000 - COMP-Peripherals - Laptop computer-- - - - Nos *DELL 3681*	1.00	38,000.00	0.00	0.00	38,000.00

Rupees : Thirty Eight Thousand Only. **Total Order Value . . . 38,000.00**

Terms and Conditions :-

Specification /	Dell idea pad slim3 L8IN core i3 11th gen/ 8/ 512/win/11 2yrs warranty /Bag
Payment Terms	100% Advance payment
Tax	GST included in the above prices
Delivery Date	With 3 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Nil
Warranty	Two year
Advance Paid	Rs. 38,000-00 by cheque....
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damage is in suppliers account, above order is for Stock Repleshing 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 delivery/DC can be sent by email.'

For *Summit Sales LLP*
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For *Ace Business Solution*

Name : ____________

Date : __/__/____

Requisition Form							
Company Name:	SSLLP	Date:	29.08.2022				
Site & Phase :	SHLLP	Time:	12:00				
Supplier:		Req. No.	170141				
Material required before date:		ID No.	79367				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	COMP3485-Peripherals-Mouse----Nos	5	0	5		
2	COMP4896-Peripherals-Bio-metric device adaptor----Nos	3	0	3		
3	COMP1120-Peripherals-Laptop computer----Nos 91943	3	1	3		
4						
5						
6						
7						
8						
9						
10						
Remarks:	For Stock repleneshing purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	N.Vanajakshi					
Approved By:	Prabhakar					
Sign & Date:						

APPROVED
14 SEP 2022
...NAGER PURCHASE