PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/10/22	Prepared by	Prabhakar	Serial no.	9582
Supplier name	Cosmo Durables Pvt. Ltd			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	10/10/22	PO/WO No.	92748	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	669	15/09	35,510-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	35,510-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	112839	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:	35,510-00
Amount E – PO / WO value:	35,510-00
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	24/10
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED			
Date		18 OCT 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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.

COSMO DURABLES PVT LTD

H.No: 6-7/1, Survey.No:380 Srinagar,Manchirevula ,Gandipet,Hyderabad-500075
Head.Office:Plot #88,Reliance Kuteer, Road #7, Banjara Hills, Hyderabad-500034.

GSTIN : 36AABCC5116H1ZZ

TAN-HYDC00938A

TAX INVOICE

Ph:040-23813399
Fax:040-23818586
Email:cosmodurables@yahoo,in
CIN:U32106TG1997PTCO27648

Invoice No : SIGT-669
Date : 15-09-2022
State : TS Code : 36

Salesmen : PRASANTH.B
Bill Ref : PURCHASE ORDER
Transporter :

BANK NAME: THE FEDERAL BANK LTD
BRANCH: LAKDIKAPOOL
A\C NO.:13325500012683
IFSC CODE: FDRL0001332

RECEIVER ADDRESS :

SUMMIT SALES LLP
5-4-187/3 & 4, II ND FLOOR,
M.G.ROAD,
SECUNDERABAD 500003
9618244433
GSTIN : 36ACQFS2044C1Z7 State Name/ Code T.S 36

SHIPMENT ADDRESS :

DOC NO 92748/ 170254, DT 10-10-22, SUMMIT HOUSING LLP,
CHERLAPALLY BEHIND KINGSTON PG COLOEGE
HYDERABAD.CON.MR.HAMENDRA PH 9618244433

S.No	Code	DECRIPTION	HSN/SAC	QTY	RATE	Gross	Taxable Value	CGST %	SGST %	IGST %
1	GPME-G-20X17	GRACE PLAIN MEDIUM (20X17)GLOSSY	73241000	10	5300.00	53000.00	30093.22	9	9	
	Total			10		53000.00	30093.22			

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WASTE COUPLING DELIVERED

9246364748

Rupees : THIRTY FIVE THOUSAND FIVE HUNDRED AND TEN ONLY

Trade Disc : Proj Trd Disc : 17,490.00 Spl Disc :

Cash Disc :

IRN No. 176b68f8a89d0121e70566144c4b6ed7cdd36743e5cdf8a710d368723abd418a

Basic Value	30,093.22
Add : CGST	2,708.39
Add : SGST	2,708.39
Add: IGST	
Tax Amt GST :	5,416.78
P & F Charges	
TCS	
NET	**35,510.00**

TERMS & CONDITIONS :
1.Goods once sold will not be taken back or exchanged.
2.Payment strictly as per terms & condition agreed otherwise penalty will be charged.
3.No Responsibility for Transit Risks
4.Disputes, If any shall be subject to the jurisdiction of Hyd.
5.Interest @24% per annum will be charges on bills which are not paid within 30 days

13:22:36

For COSMO DURABLES PVT LTD

Authorised Signatory

INWARD	
Inward No: 18854	Dt: 15/10/22
MRN No: 12839	Dt: 17/10/22
Received By:	Sign:
SUMMIT SALES LLP	

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 100430
Date: 15/10/22
Sign:

Purchase Order

 10-10-2022 15:50:36

92748
03.10.22 5:43:28

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

Supplier Details			
Cosmo Durables Pvt. Ltd.,	**Doc No**	92748	170254
H.O. 4-1-369, Abids, Hyderabad - 500 001.	**Doc Date**	10-10-2022	
	Quote No	Nil	
GSTIN 0 2381-8586..	**Quote Date**	10-10-2022	
2381-3399/2381-6688. 9949118124-Anjaneyulu.	**SupplyType**	Supply	

Kind Attn : Mr. Venkateshwar Rao

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	666000 - SACP-Sanitary-CP - SS Sink--Nirali - 500X430mm - Nos	10.00	5,300.00	33.00	0.00	35,510.00
					Total Order Value . . .	**35,510.00**

Rupees : Thirty Five Thousand Five Hundred Ten Only.

Terms and Conditions :-

Specification /	All items shall be of "Nirali" brand, glossy finish.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 10 days
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	Min. 20 years on glossy finish.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stcok 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.

emaild

For *Summit Sales LLP*

Authorised Signatory

Name : ______________

Name : ______________

Accepted the above Terms And Conditions

For *Cosmo Durables Pvt. Ltd.,*

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	29.09.2022			
Site & Phase :	SHLLP	Time:	12:00			
Supplier:		Req. No.	170254			
Material required before		ID No.	80401			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	SACP6660-Sanitary-CP-SS Sink--Nirali-500X430MM-Nos 92748	10	10	10		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	For Stock repleneshing purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Mounika					
Approved By:	Prabhakar					
Sign & Date:						

APPROVED
0 8 OCT 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE