PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/10/22	Prepared by	Bashakar	Serial no.	9740
Supplier name	Sri Laxmi Ganesh Steel & Hardware			HO inward no.	
Firm/Company	SSLLP	Project	SSLLP	HO received date	
PO/WO date	12/10/22	PO/WO No.	928416	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	187	12/10/22	8850-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	8850-00
Proof of delivery by way of ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	"	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:	8850-00
Amount E – PO / WO value:	8850-00
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:		Bashakar			
Sign:		APPROVED			
Date		20 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.

GSTIN - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals

6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.

Email : srilaxmiganeshsteels@gmail.com Po No 92846

M/s. Summit Sales LLP
M.G. Road

Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 187
Date : 12/10/22
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Welding Rod 24Pak	2 Case	3750/-	7500/-	00
			Total	7500/-	00
		SGST @ 9 %		675/-	00
		CGST @ 9 %		675/-	00
		IGST @ 18 %			
		Roundup			
		Grand Total		8850/-	00

IN WARD
Inward No: 1622 Dt: 18/10/22
MRN No: Dt:
Received By: Sign:
SSLLP-SOV

SUMMIT SALES LLP
IN WARD
No: 100499
Date: 19/10/22
Sign:
R.R. DIST.

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words : ________

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

 12-10-2022 16:33:03

92846
03.10.22 5:48:41

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

Supplier Details			
Sri Laxmi Ganesh Steels & Hardware	**Doc No**	92846	170288
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	12-10-2022	
	Quote No	nil	
	Quote Date	12-10-2022	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	704000 - TOOL-Tools - Welding Rod--Mangalam - 12packets - Corton *24 packets*	2.00	3,750.00	0.00	18.00	8,850.00
					Total Order Value . . .	**8,850.00**

Rupees : Eight Thousand Eight Hundred Fifty Only.

Terms and Conditions :-

Specification /	All items shall be of Banagalam brand/company
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Working Day.
Delivery Location	SSLLP-SOV Cherlapally, Behind Kingston PG Collage, Hyderabad Phone. 9618244433 - Mr. Hemendra
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	NA
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Gate Purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	Original invoice+copy of proof delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoice must be sent to HO or purchase site office .Proof of delivery /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name : 13/10/22

Accepted the above Terms And Conditions

For ***Sri Laxmi Ganesh Steels & Hardware***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	12.10.2022			
Site & Phase :	SSLLP-SOV	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170288			
Material required before date:		ID No.	80505			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	TOOL7040-Tools-Welding Rod--Mangalam-12packets-Corton	24		24		
2	PO8-92846.					
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	For Gate Purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Vanajakshi					
Approved By:	Prabhakar					
Sign & Date:						

APPROVED
13 OCT 2022
MINISH PARIKH
MANAGER PROCUREMENT