

Amount A – Bills total (Excluding Transport & Hamali Charges):						24,638/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report						
MRN nos.:	113512				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:						24,638/-
Amount E – PO / WO value:						24,638/-
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				14/11/22		
Remarks: Final bill						
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager	
Name:	APPROVED 07 NOV 2022 MINISH PARIKH MANAGER PROCUREMENT					
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.

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		07/11/22		Prepared by		Asha Jyothi		Serial no.		10243	
Supplier name		Avighna Distributors						HO inward no.			
Firm/Company		SCLLP		Project		SHLLP		HO received date			
PO/WO date		02/11/22		PO/WO No.		93511		Scan ID..			
Sl no.		Bill no.		Bill date		Bill amount		Original attached			
1.		137		02/11/22		24,638/-		☒ Yes ☐ No			
2.								☐ Yes ☐ No			
3.								☐ Yes ☐ No			
4.								☐ Yes ☐ No			
Amount A - Bills total (Excluding Transport & Hamali Charges):								24,638/-			
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report											
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Amount D (D=A+B-C) - Amount to be credited to the supplier:								24,638/-			
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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				14/11/22							
Remarks:				Final bill							

GSTIN : 36FSTPS6819H1ZS

TAX INVOICE

Mobile : 7075153859

AVIGHNA DISTRIBUTORS**House Keeping and Office Need Stationary Material.**

B-80, JJ Nagar, Defence Colony, Neredmet, Hyderabad, Medchal-Malkajgiri, Telangana 500094

Name : SUMMIT SALES LLP

Address : 5-4-187/3&4, II nd floor, MG Road, Secunderabad - 500003

GSTIN : 36ACQFS2044C1Z7

State : Telangana

state code: 36

Invoice No : 137

Date : 02-11-2022

Po No:- 93511

Payments Terms :- 25 Days

Delivery Address :- Cherlapally

S. No.	Description of Goods	HSN Code	Qty	Rate	Taxable Amount			Amount
					5%	12%	18%	
1	Acid (1 Ltr)	3402	60 Nos	15				
2	Air Freshner	9616	24 Nos	80			900	
3	Soft Brooms	9603	50 Nos	80			1920	
4	Hard Brooms	9603	200 Nos	15				4000
5	Wiper	9603	10 Nos	80				3000
6	Sponge	3689	500 Nos	9			800	
7	Bombay Brooms Small	9603	200 Nos	9			4500	
8	Check Cloth	3405	120 Nos	15	1800			1800
9	Harpic (500 ML)	9603	24 Nos	83				
10	Mopping Cloth White	3405	120 Nos	16	1920		1992	

Rupees in words -----

Twenty Four Thousand Six Hundered

Thirty Eight & Sixteen Paise Only /-

Total Amount before Tax

Add : CGST

Add : SGST

GRAND TOTAL

1.Goods once sold will not taken back or exchanged
2.Subject to Hyderabad.

Jurisdiction.E.&O.E.

3720

93

93

3906

10112

910.08

910.08

11932.16

8800

24,638.16

Certified that the particulars given above are true and correct

For AVIGHNA DISTRIBUTORS

B. Chandra Mohan
Authorised SignatureBank Details : Kotak Mahindra Bank
Account No : 7945120725
Branch : General Bazar , Sec-Bad
IFSC Code : KKBK0007450

INWARD

Inward No. 18941

MRN No: 113512

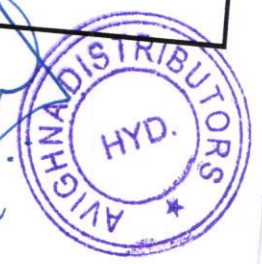
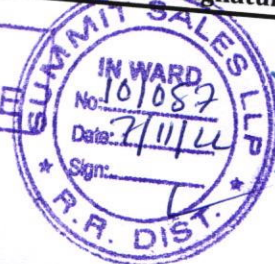
Received By:

Dt: 5/11/22

Dt: 2/11/22

Sign:

SUMMIT SALES LLP

NO RETURN
NO EXCHANGE

Purchase Order



93511

01.11.22 2:46:14

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02-11-2022 10:52:15

From Company : **Summit Sales LLP**

5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.

G S T No. : 36ACQFS2044C1Z7

Supplier Details

Avighna Distributors

B 80, JJ Ngar, Defence colony, Neredmet, Hyderabad,
Mechal-Malkajgiri-500094**GSTIN** 36FSTPS6819H1ZS

7075153859

7075153859

Doc No

93511

170328

Doc Date

02-11-2022

Quote No

Nil

Quote Date

29-10-2022

SupplyType

Supply

Kind Attn : Sai Mohan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 471700 - CONS-Consumables - Acid-- - 1Ltr - Nos	60.00	15.00	0.00	18.00	1,062.00
2 722700 - CONS-Consumables - Air Freshner-- - - - Nos room freshner	24.00	80.00	0.00	18.00	2,265.60
3 659600 - CONS-Consumables - Bombay Brooms Big -- - - - Nos	50.00	80.00	0.00	0.00	4,000.00
4 905700 - CONS-Consumables - Coconut Brooms-- - - - Nos	200.00	15.00	0.00	0.00	3,000.00
5 668900 - CONS-Consumables - Wiper-- - - - Nos	10.00	80.00	0.00	18.00	944.00
6 368900 - GENE-General Items - Sponges-- - 12pack - Nos	500.00	9.00	0.00	18.00	5,310.00
7 656400 - CONS-Consumables - Bombay Brooms Small-- - - - Nos	200.00	9.00	0.00	0.00	1,800.00
8 661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos checks cloth	120.00	15.00	0.00	5.00	1,890.00
9 639400 - CONS-Consumables - Toilet cleaner--Harpic - 500ml - Nos	24.00	83.00	0.00	18.00	2,350.56
10 649300 - CONS-Consumables - Mopping cloth-- - - - Nos	120.00	16.00	0.00	5.00	2,016.00
Total Order Value . . .					24,638.16
Rupees : Twenty Four Thousand Six Hundred Thirty Eight and Paise Sixteen Only.					

Terms and Conditions :-**Specification /** After Delivery & Production of bill**Payment Terms** Inclusive of all taxes**Tax** Next Day.**Delivery Date** Next 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.For **Summit Sales LLP**

Authorised Signatory

Name : 02/11/23

Name : _____

Accepted the above Terms And Conditions

For **Avighna Distributors**Date : / /

Purchase Order

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02-11-2022 10:52:15

Original / Office Copy / Purchase Div.Copy

Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock maintain 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 deli vary /DC can be sent by email.

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Avighna Distributors**

Name : 02/11/22

Name : _____

Date : __/__/__

Requisition Form									
Company Name:		SSLLP		Date:		29.10.2022			
Site & Phase :		SHLLP		Time:					
Unit No./Block No.									
Supplier:				Req. No.		170328			
Material required before date:				ID No.		81077			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date			
1	CONS4717-Consumables-Acid---1Ltr-Nos	60 ✓	21	60					
2	CONS7227-Consumables-Air Freshner----Nos	24 ✓	0	24					
3	CONS6596-Consumables-Bombay Brooms Big ----Nos	50 ✓	36	50					
4	CONS9057-Consumables-Coconut Brooms---Nos	200 ✓	124	200					
5	CONS6689-Consumables-Wiper----Nos	10 ✓	25	10					
6	GENE3689-General Items-Sponges---12pack-Nos	500 ✓	0	500					
7	CONS6564-Consumables-Bombay Brooms Small----Nos	200 ✓	400	200					
8	CONS6615-Consumables-Cleaning Cloth----Nos	120 ✓	10	120					
9	CONS6394-Consumables-Toilet cleaner--Harpic-500ml-Nos	24 ✓	2	24					
10	CONS6493-Consumables-Mopping cloth----Nos	120 ✓	21	120					
Remarks:		For Stock Replenishing Purpose.							
Engineer		Project Manager		Purchase		MD			
Prepared By:		Vanajakshi							
Approved By:		Prabhakar							
Sign & Date:									

APPROVED BY
31 OCT 2022
SOTAM MODI
MANAGING DIRECTOR