PURCHASE DIVISION
Advice for approval for credit to supplier

2

Date:	5-11-22	Prepared by	S. Jaysudha	Serial no.	10180
Supplier name	Santosh tarpaulin			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	1-11-22	PO/WO No.	93494	Scan ID..	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	266	2-11-22	14,273.28	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	14,273.28
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 113417	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:	14,273.28
Amount E – *PO / WO value:*	14,273.28
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:	S. Jaysudha	APPROVED			
Sign:	Sudha				
Date	5-11-22	05 NOV 2022			
Approval limit	Upto 20k	Above 20k MANISH PARIKH MANAGER PROCUREMENT	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&3 IInd floor MG ROAD
SECUNDERABAD 500003
GSTIN No. 36ACQFS2044C1Z7

Invoice No: **266**
Invoice Date: 02/11/2022
P.O.No.93494/170333
P.O.Date: 01.11.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN SIZE 18ft X 24ft 10NOS	3926	4320 SFT	@ 1.40/-	**6,048.00**
2	HDPE TARPAULIN SIZE 18ft X 12ft 20 NOS	3926	4320 SFT	@ 1.40/-	**6,048.00**

Rupees in words
FOURTEEN THOUSAND TWO HUNDERED SEVENTY THREE AND TWONTY EIGHT PAISE ONLY

Total ::	**12,096.00**
CGST @ 9 %	**1,088.64**
SGST @ 9 %	**1,088.64**
IGST 18% ::	
Grand Total ::	**14,273.28**

SUMMIT SALES LLP
IN WARD
No: 10022
Date: 5/11/22
Sign:
R.R. DIST.

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD
Inward No. 18934 Dt: 3/11/22
MRN No: 113417 Dt: 4/11/22
Received By:
Sign:
SUMMIT SALES LLP

Purchase Order

 02-11-2022 10:52:10

93494 Div.Copy

18.10.22 2:23:38

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 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010 **GSTIN** 36ATWPA1307P1ZC 9642662732	**Doc No**	93494	170333
	Doc Date	01-11-2022	
	Quote No	Nil	
	Quote Date	29-10-2022	
	SupplyType	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	368100 - GENE-General Items - Blue Sheet-- - 7200Wx5400Lmm - Sqm	4,320.00	1.40	0.00	18.00	7,136.64
2	629900 - GENE-General Items - Plastic Blue Sheet-- - 3600Wx5400Lmm - Sft	4,320.00	1.40	0.00	18.00	7,136.64
					Total Order Value . . .	**14,273.28**

Rupees : Fourteen Thousand Two Hundred Seventy Three and Paise Twenty Eight 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 : 02/11/22

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	29.10.2022			
Site & Phase :	SHLLP	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170333			
Material required before date:		ID No.	81082			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	GENE6299-General Items-Plastic Blue Sheet---3600Wx5400LMM-Sft ✓12x18	4320	432	4320		
2	GENE3681-General Items-Blue Sheet---7200Wx5400LMM-Sft 24x18	4320	864	4320		
3	PO8 93494 santhosh					
4						
5						
6						
7						
8						
9						
10						
Remarks:	For Stock Repleneshing Purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Vanajakshi					
Approved By:	Prabhakar					
Sign & Date:						

APPROVED BY
31 OCT 2022
SOHAM MODI
MANAGING DIRECTOR