

**PURCHASE DIVISION**  
Advice for approval for credit to supplier



Date:		9-11-22	Prepared by	S. Jaysudha	Serial no.	10281
Supplier name		Global Safety Solutions			HO inward no.	
Firm/Company		SLLP	Project	SHLLP	HO received date	
PO/WO date		29-10-22	PO/WO No.	93495	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached		
1.	2162	5-11-22	1,24,475.00	<input type="checkbox"/> Yes <input type="checkbox"/> No		
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No		
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No		
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Amount A – Bills total (Excluding Transport & Hamali Charges):					1,24,475.00	
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report						
MRN nos.:	113546			Proof of delivery matches MRN	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Amount B –Other Credits : Transportation charges					—	
Amount C –Other Debits :					—	
Amount D (D=A+B-C) – Amount to be credited to the supplier:					1,24,475.00	
Amount E – PO / WO value:					1,26,835.00	
Amount F – Difference (A – E):					2,360	
Quantity received as per PO /WO			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other			
Payment – due date			14-11-22			
Remarks: Final bill						
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager	
Name:	S. Jaysudha	Venu				
Sign:	Judha	w				
Date	9-11-22					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k	

**APPROVED**  
16 NOV 2022  
VENKAT KUMAR  
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 weightment 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.

**INVOICE**

**GLOBAL SAFETY SOLUTIONS**  
 #5-5-48, Ranigunj,  
 Secunderabad-500003  
 GSTIN/UIN: 36AAOFG9573A1Z5  
 State Name : Telangana, Code : 36  
 Contact : 9581228898/9502555088  
 E-Mail : gss.infoteam@gmail.com

Invoice No. <b>2162</b>	Dated <b>5-Nov-22</b>
Delivery Note	Mode/Terms of Payment
Reference No. & Date. <b>2162 dt. 5-Nov-22</b>	Other References
Buyer's Order No. <b>93495-170334</b>	Dated <b>29-Oct-22</b>
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination
Terms of Delivery	

Buyer (Bill to)  
**Summit Sales LLP**  
 M G Road, Secunderabad  
 GSTIN/UIN : 36ACQFS2044C1Z7  
 State Name : Telangana, Code : 36

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	Honda Safety Helmet Yellow	65061010	18 %	200.00 Nos	45.00	Nos		9,000.00
2	Safety Shoes (12%) 6/20, 8/60, 9/60	64024000	12 %	140 prs	475.00	prs		66,500.00
3	Safeviz Make Reflective Jacket Orange	62071990	5 %	500.00 Nos	75.00	Nos		37,500.00
								1,13,000.00

CGST@2.5%	2.50 %	937.50
SGST@2.5%	2.50 %	937.50
CGST@6%	6 %	3,990.00
SGST@6%	6 %	3,990.00
CGST@9%	9 %	810.00
SGST@9%	9 %	810.00

**INWARD**

Inward No. 18949	DI: 5/11/22
MRN No: 113546	DI: 8/11/22
Received By: _____	Sign: _____

**SUMMIT SALES LLP**



9246364748

Total ₹ 1,24,475.00

Amount Chargeable (in words) E & O E  
**INR One Lakh Twenty Four Thousand Four Hundred Seventy Five Only**

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
65061010	9,000.00	9%	810.00	9%	810.00	1,620.00
64024000	66,500.00	6%	3,990.00	6%	3,990.00	7,980.00
62071990	37,500.00	2.50%	937.50	2.50%	937.50	1,875.00
<b>Total</b>	<b>1,13,000.00</b>		<b>5,737.50</b>		<b>5,737.50</b>	<b>11,475.00</b>

Tax Amount (in words) : **INR Eleven Thousand Four Hundred Seventy Five Only**

Company's PAN : **AAOFG9573A**

Declaration  
 We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Company's Bank Details  
 Bank Name : **AXIS BANK**  
 A/c No. : **919020070179320**  
 Branch & IFS Code : **MG Road, Secunderabad & 0180000008**

Customer's Seal and Signature

for GLOBAL SAFETY SOLUTIONS



# Purchase Order

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02-11-2022 10:52:10



93495

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

Global Safety Solutions  
5-5-48, Ranigunj, secunderbad

**GSTIN** 36AAOFG9573A1Z5

9502555088/9581228898

<b>Doc No</b>	93495	170334
<b>Doc Date</b>	29-10-2022	
<b>Quote No</b>	Null	
<b>Quote Date</b>	29-10-2022	
<b>SupplyType</b>	Supply	

**Kind Attn : Mr.Qasim Hussain/AQ Shakir**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 935700 - GENE-General Items - Helmets Labour Male-- - - - Nos	200.00	55.00	0.00	18.00	12,980.00
2 725300 - GENE-General Items - Safety Shoe-Male-- - No-6 - Nos	20.00	475.00	0.00	12.00	10,640.00
3 754000 - GENE-General Items - Safety Shoe-Male-- - No-8 - Nos	60.00	475.00	0.00	12.00	31,920.00
4 175600 - GENE-General Items - Safety Shoe-Male-- - No-9 - Nos	60.00	475.00	0.00	12.00	31,920.00
5 634800 - GENE-General Items - Safety Jackets-orange- - - - Nos	500.00	75.00	0.00	5.00	39,375.00
<b>Total Order Value . . .</b>					<b>126,835.00</b>

Rupees : One Lakh(s) Twenty Six Thousand Eight Hundred Thirty Five 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

**Penalty For Delay** Nil

**Transportation** Transportation Extra.

**Warranty** Nil

**Advance Paid** Nil

**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for Stock purpose.

**Completion Date** Nil

**Measurment** Nil

**Security** Nil

**Remarks**

**For MDs APPROVAL**  
 High Value/quantity beyond limits.  
 Po/Req. processed-post approval.  
 Approval for technical details/clarification  
 Replenishing SLLP stock  
 Other

**APPROVED BY**

**03 NOV 2022**

**SOHAM MODI  
MANAGING DIRECTOR**

Accepted the above Terms And Conditions

For **Global Safety Solutions**

For **Summit Sales LLP**

Authorised Signatory

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

# Purchase Order

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02-11-2022 10:52:10

Original / Office Copy / Purchase Div.Copy

**Other Terms** We reserve the right to reject items not conforming quality and specifications. Above order for Stock replenishing purpose.

**Completion Date** Nil

**Measurement** 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

Accepted the above Terms And Conditions

For **Venkatramana Stationery & Binding works**

Name : \_\_\_\_\_  02/11/22

Name : \_\_\_\_\_

Date : \_\_/\_\_/\_\_

Requisition Form		Date:	29.10.2022	Inward No	
Company Name:					
Site & Phase :					
Unit No./Block No.					
Supplier:		Req. No.	170334		
Material required before date:		ID No.	81083		
S No	Item	Qty required	Qty available at site	Order Qty	Inward Date
1	GENE9357-General Items-Helmets Labour Male----Nos ✓	200	✓ 100	200	
2	GENE7253-General Items-Safety Shoe-Male---No-6-Nos ✓	20	✓ 35	20	
3	GENE7540-General Items-Safety Shoe-Male---No-8-Nos ✓	60	✓ 11	60	
4	GENE1756-General Items-Safety Shoe-Male---No-9-Nos ✓	60	✓ 10	60	
5	GENE6348-General Items-Safety Jackets-orange---Nos ✓	500	✓ 65	500	
6					
7					
8					
9					
10					
Remarks:					
For Stock Replenishing Purpose.					
Prepared By:		Project Manager		Purchase	MD
Approved By:					
Sign & Date:					

**APPROVED BY**  
**31 OCT 2022**  
 SOHAM MODI  
 MANAGING DIRECTOR