PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	14-11-22	Prepared by	S. Jaysudha	Serial no.	10440
Supplier name	Avighna Distributors			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	9-11-22	PO/WO No.	93787	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	142	9-11-22	24,580/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			24,580/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	113748	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:			24,580/-
Amount E – PO / WO value:			24,580/-
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	21-11-22		
Remarks:	Final bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	S. Jaysudha	APPROVED			
Sign:	Sudha	14 NOV 2022			
Date	14-11-22	MINISH PARIKH MANAGER PROCUREMENT			
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.

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	Invoice No : 142
Address:	5-4-187/3&4, II nd floor, MG Road, Secunderabad - 500003	Date : 09-11-2022
GSTIN :	36ACQFS2044C1Z7	Po No:- 93787
State:	Telangana state code: 36	Payments Terms :- 25 Days
		Delivery Adress :- Cherlapally

S. No.	Description of Goods	HSN Code	Qty	Rate	Taxable Amount 5%	12%	18%	Amount
1	Acid (1 Ltr)	3402	120 Nos	15			1800	
2	Air Freshner	9616	24 Nos	42			1008	
3	Soft Brooms	9603	50 Nos	80				4000
4	Bombay Brooms Small	9603	300 Nos	9				2700
5	Wiper	9603	10 Nos	80			800	
6	Harpic (500 ML)	9603	24 Nos	83			1992	
7	Mopping Stick	9603	30 Nos	120			3600	
8	Lizol (500 ML)	3808	48 Nos	85			4080	
9	Colin (500 ML)	3923	24 Nos	78			1872	
	Total Amount before Tax						15152	6700
	Add : CGST						1363.68	
	Add : SGST						1363.68	
	GRAND TOTAL						17879.36	**24,579.36**

INWARD
Inward No. 18975 Dt: 12/11/22
MRN No: 113748 Dt: 13/11/22
Received By: Sign:
SUMMIT SALES LLP

Rupees in words --------------------
Twenty Four Thousand Five Hundered Seventy Nine & Thirty Six Paisa Only /-

Bank Details : Kotak Mahindra Bank
Account No : 7945120725
Branch : General Bazar , Sec-Bad
IFSC Code : KKBK0007450

1.Goods once sold will not taken back or exchangd
2.Subject to Hyderabad. Jurisdiction.E.&.O.E.

Cerified that the particulares given above are true and correct
For AVIGHNA DISTRIBUTORS
B. Chandra Mohan
Authorised Signature

SUMMIT SALES LLP IN WARD No: 101336 Date: 13/11/22 Sign: R.R. DIST.

NO RETURN
NO EXCHANGE

AVIGHNA DISTRIBUTORS HYD.

Purchase Order

 09-11-2022 17:12:56

93787
01.11.22 2:56:54

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	**Doc No**	93787	170369
B 80, JJ Ngar, Defence colony, Neredmet, Hyderabad, Mechal-Malkajgiri-500094	**Doc Date**	09-11-2022	
	Quote No	Nil	
GSTIN 36FSTPS6819H1ZS	**Quote Date**	07-11-2022	
7075153859 7075153859	**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	120.00	15.00	0.00	18.00	2,124.00
2	722700 - CONS-Consumables - Air Freshner-- - - - Nos *room freshner*	24.00	42.00	0.00	18.00	1,189.44
3	659600 - CONS-Consumables - Bombay Brooms Big -- - - - Nos	50.00	80.00	0.00	0.00	4,000.00
4	656400 - CONS-Consumables - Bombay Brooms Small-- - - - Nos	300.00	9.00	0.00	0.00	2,700.00
5	668900 - CONS-Consumables - Wiper-- - - - Nos	10.00	80.00	0.00	18.00	944.00
6	639400 - CONS-Consumables - Toilet cleaner--Harpic - 500ml - Nos	24.00	83.00	0.00	18.00	2,350.56
7	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos	48.00	85.00	0.00	18.00	4,814.40
8	670300 - CONS-Consumables - Colin 500 ml-- - - - Nos	24.00	78.00	0.00	18.00	2,208.96
9	105600 - CONS-Consumables - Mopping stick holder-- - - - Nos	30.00	120.00	0.00	18.00	4,248.00
					Total Order Value . . .	**24,579.36**

Rupees : Twenty Four Thousand Five Hundred Seventy Nine and Paise Thirty Six 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
Penality For Delay	Nil

For ***Summit Sales LLP***

Authorised Signatory

Name : 10/11/22

Accepted the above Terms And Conditions

For ***Avighna Distributors***

Name : ______________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	07.11.2022			
Site & Phase :	SHLLP	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170369			
Material required before date:		ID No.	81349			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS4717-Consumables-Acid---1Ltr-Nos	120	41	120		
2	CONS7227-Consumables-Air Freshner----Nos	24		24		
3	CONS6596-Consumables-Bombay Brooms Big ----Nos	50	30	50		
4	CONS6689-Consumables-Wiper----Nos	10	22	10		
5	GENE3689-General Items-Sponges---12pack-Nos	500	550	1000		
6	CONS6564-Consumables-Bombay Brooms Small----Nos	300	400	300		
7	CONS6394-Consumables-Toilet cleaner--Harpic-500ml-Nos	24	2	24		
8	CONS1056-Consumables-Mopping stick holder----Nos Pending. 120+18-1.	30	1	30		
9	CONS2830-Consumables-Floor cleaner --Lizol-1-lts-Nos	48	11	48		
10	CONS6703-Consumables-Colin 500 ml----Nos	24	8	24		
Remarks:	For stock Replenishing purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Ashajyothi					
Approved By:	Minish					
Sign & Date:						

PO 93787

APPROVED BY
09 NOV 2022
SOHAM MODI
MANAGING DIRECTOR