PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/11/22	Prepared by	Minish	Serial no.	10559
Supplier name	Praful Sanitary			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	09/11/22	PO/WO No.	93790	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	796/22-23	15/11/22	11,234/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			11,234/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	113881	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:			11,234/-
Amount E – PO / WO value:			11,234/-
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:		APPROVED			
Sign:		17 NOV 2022			
Date		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.

GST INVOICE

(ORIGINAL FOR RECIPIENT)

PRAFUL SANITARY 3-6-429/6,SRI SAI TOWER, St.No.4 HIMAYAT NAGAR HYDERABAD GSTIN/UIN: 36ACWPG4864A1ZG State Name : Telangana, Code : 36 E-Mail : prafulsanitary@gmail.com	Invoice No. **PS/22-23/ 796**	Dated **15-Nov-22**
	Delivery Note **Invoice**	
	Reference No. & Date.	Other References **Credit**
Buyer (Bill to) **Summit Sales LLP** 5-4-187/3&4, IInd Floor, M.G Road Secunderabad GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **93790**	Dated **9-Nov-22**
	Dispatch Doc No. **Invoice**	Delivery Note Date **15-Nov-22**
	Dispatched through **Self**	Destination **Cherlapally**

Sl No.	Description of Goods and Services	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Teflon Tape**	3919	18 %	**400 No:**	34.00	No:	30 %	**9,520.00**
	Output CGST							**856.80**
	Output SGST							**856.80**
	ROUNDING OFF							**0.40**
	Total			**400 No:**				**₹ 11,234.00**

Amount Chargeable (in words) *E. & O.E*

Indian Rupees Eleven Thousand Two Hundred Thirty Four Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total
		Rate	Amount	Rate	Amount	Tax Amount
3919	9,520.00	9%	856.80	9%	856.80	1,713.60
99		9%		9%		
99		14%		14%		
Total	**9,520.00**		**856.80**		**856.80**	**1,713.60**

Tax Amount (in words) : **Indian Rupees One Thousand Seven Hundred Thirteen and Sixty paise Only**

Company's PAN : **ACWPG4864A**

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

PRAFUL SANITARY HIMAYATNAGAR HYDERABAD-29

for PRAFUL SANITARY

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

MCDI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 4258
Date 15/11/22
Sign.

INWARD
Inward No 18996 Dt: 15/11/22
MRN No: 13881 Dt: 16/11/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 101580
Date: 17/11/22
Sign:

Purchase Order

 09-11-2022 17:12:56

93790
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			
Praful Sanitary	**Doc No**	93790	170371
3-6-138/5, Himayat Nagar, Hyderabad.	**Doc Date**	09-11-2022	
	Quote No	NIL	
GSTIN 36ACWPG864A1ZG 40077300	**Quote Date**	07-11-2022	
65526886. 9849624797	**SupplyType**	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	388600 - GENE-General Items - Teflon tapes-- - - - Nos	400.00	34.00	30.00	18.00	11,233.60
					Total Order Value . . .	**11,233.60**

Rupees : Eleven Thousand Two Hundred Thirty Three and Paise Sixty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation. Sl.no.1,2-'Camry' brand
Payment Terms	After delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	Within 2days.
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	5yrs on Sl.no.1,2
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock Replenshing 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 delivery /DC can be sent by email.

For *Summit Sales LLP*

Authorised Signatory

10/11/22

Name : ______________________

Accepted the above Terms And Conditions

For *Praful Sanitary*

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	07.11.2022
Site & Phase :	SHLLP	Time:	
Unit No./Block No.			
Supplier:		Req. No.	170371
Material required before date:		ID No.	81346

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	GENE1149-General Items-Recron----Nos PO 93785	400	20	400		
2	BUIL3224-Building Material-Spacers all in one-RCC----Nos	10000	3000	10000		
3	GENE3886-General Items-Teflon tapes----Nos PO 93790.	400	292	400		
4	GENE7646-General Items-Gova Rope----Bundles	24	38	24		
5	GENE3681-General Items-Blue Sheet---7200Wx5400LMM-Sqm	6480		6480		
6	HARD6418-Hardware-Hacksaw blade Double----Boxes	200	262	200		
7						
8						
9						
10						
Remarks:	For stock Replenishing purpose					

	Engineer	Project Manager	Purchase	MD
Prepared By:	Ashajyothi			
Approved By:	Minish			
Sign & Date:				

APPROVED BY
09 NOV 2022
SOHAM MODI
MANAGING DIRECTOR