

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 22/11/22		Prepared by: Minish		Serial no. 10759	
Supplier name: Parafel Sanitary				HO inward no.	
Firm/Company: SLLP		Project: S+HLLP		HO received date	
PO/WO date: 15/11/22		PO/WO No. 94027		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	8231	21/11/22	23,537/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				23,537/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	114132		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:				23,537/-	
Amount E – PO / WO value:				23,537/-	
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		28/11/22			
Remarks: final bill					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	APPROVED 22 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 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.

(ORIGINAL FOR RECIPIENT)

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

GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Self

Cherlapally

Output CGST
Output SGST
ROUNDING OFF



E. & O.E

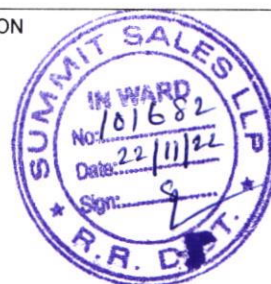
Tax Amount (in words) : **Indian Rupees Three Thousand Five Hundred Ninety and Thirty Eight paise Only**

for PRAFUL SANITARY

Authorised Signatory

This is a Computer Generated Invoice

INWARD	
Inward No: 19018	Dt: 21/01/22
MRN No: 114132	Dt: 22/11/22
Received By:	Sign: 
SUMMIT SALES LLP	



16-11-2022 10:20:50



G S T No. : 36ACQFS2044C1Z7

Date : __/__/__

