PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 02/12/22 | Prepared by | Minish | Serial no. | 11084 |
| Supplier name | Patel & Co | | | HO inward no. | |
| Firm/Company | SSLLP | Project | SHLLP | HO received date | |
| PO/WO date | 7/11/22 | PO/WO No. | 93688 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 3795 | 30/11/22 | 39,032/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 39,032/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |

| | | | |
|---|---|---|---|
| MRN nos.: | 114516 | 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: | 39,032/- |
| Amount E – PO / WO value: | 1,99,420/- |
| Amount F – Difference (A – E): | 1,60,388/- |
| 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 | 12/12/22 |
| Remarks: | Part bill |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | APPROVED | | | |
| Sign: | | 02 DEC 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.

**Tax Invoice** *(DUPLICATE FOR TRANSPORTER)* **e-Invoice**

IRN : **4ac358d4a6d9a497a821f30f12fc1ae167-bdf6cd091d5787103d6dd437b6dd28**
Ack No. : **112214669715935**
Ack Date: **30-Nov-22**

**PATEL & CO**
H.NO.8-7-177/5, PLOT NO.4 & 21,
SWARNADHAMA NAGAR,DAIRY FARM ROAD,
OLD BOWENPALLY,SECUNDERABAD -11
IEC NO - AEJPP6112M
GSTIN/UIN: 36AEJPP6112M1Z6
State Name : Telangana, Code : 36
Contact : 8977213751,7737513751
E-Mail : PATEL319@YMAIL.COM / PATELMKJ319@GMAIL.COM

| | |
|---|---|
| Invoice No. **3795** | Dated **30-Nov-22** |
| Delivery Note **3795** | Mode/Terms of Payment |
| Reference No. & Date. | Other References |
| Buyer's Order No. | Dated |
| Dispatch Doc No. **PO NO : 93688** | Delivery Note Date **30-Nov-22** |
| Dispatched through | Destination **DEL AT CHERLAPALLI** |
| Bill of Lading/LR-RR No. | Motor Vehicle No. **TS 10 UA 9758** |
| Terms of Delivery | |

Consignee (Ship to)
**SUMMIT SALES LLP**
CHERLAPALLI, BEHIND KINGSTON,
PG COLLEGE, HYDERABAD.
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Buyer (Bill to)
**SUMMIT SALES LLP**
5-4-187/3 &4,2ND FLOOR, M.G ROAD,SECUNDERABAD
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Disc. % | Amount |
|---|---|---|---|---|---|---|---|
| 1 | **S1041105 Compact W/h White** | 69101000 | **8.00 nos** | 2,970.33 | nos | | **23,762.64** |
| 2 | **S2090103 Cilo H/p White** | 69101000 | **12.00 nos** | 776.27 | nos | | **9,315.24** |
| | | | | | | | 33,077.88 |
| | ***CGST Output*** | | | | | | **2,977.01** |
| | ***SGST Output*** | | | | | | **2,977.01** |
| | ***Roundoff*** | | | | | | **0.10** |
| | Total | | **20.00 nos** | | | | **₹ 39,032.00** |

INWARD
Inward No. 19666 Dt: 30-11-22
MRN No: 11456. Dt: 1/12/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No: 10217
Date: 1-12-22
Sign:
R.R. DIST.

E. & O.E

Amount Chargeable (in words)
**INR Thirty Nine Thousand Thirty Two Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 69101000 | 33,077.88 | 9% | 2,977.01 | 9% | 2,977.01 | 5,954.02 |
| **Total** | **33,077.88** | | **2,977.01** | | **2,977.01** | **5,954.02** |

Tax Amount (in words) : **INR Five Thousand Nine Hundred Fifty Four and Two paise Only**

Company's PAN : **AEJPP6112M**

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 : **Hdfc Bank 3498**
A/c No. : **50200023943498**
Branch & IFS Code: **Malkajgiri & HDFC0001022**

Customer's Seal and Signature

for PATEL & CO
Authorised Signatory

This is a Computer Generated Invoice

# Purchase Order

 09-11-2022 14:58:07

Original / Office Copy / Purchase Div.Copy

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

| **Supplier Details** | | | |
|---|---|---|---|
| PATEL & CO | **Doc No** | 93688 | 170361 |
| H No-8-7-177/5, Plot no-4& 21, Swarnadhama Nagar, Dairy farm Road, Old bowenpally, Secunderabad- 500011 | **Doc Date** | 07-11-2022 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AEJPP6112M1Z6 | **Quote Date** | 04-11-2022 | |
| 27050751,27066567,64513751. 9440190816 | **SupplyType** | Supply | |

**Kind Attn : Suresh Patel**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 634900 - SACP-Sanitary-CP - Wash Basin Pedastal -White- - three fourth - Nos *S2090103SN* 12 | 20.00 | 776.27 | 0.00 | 18.00 | 18,319.97 |
| 2 | 533400 - SACP-Sanitary-CP - Wash Basin-White- - - - Nos *S2040105SN* | 20.00 | 795.76 | 0.00 | 18.00 | 18,779.94 |
| 3 | 161300 - SACP-Sanitary-CP - Wall Hung EWC with seat cover-White- - - - Nos *S1041105 & B150102* 8P | 30.00 | 2,970.33 | 0.00 | 18.00 | 105,149.68 |
| 4 | 721500 - SACP-Sanitary-CP - Wall hung EWC, Seat Cover, tank-White- - - - Nos | 10.00 | 4,844.91 | 0.00 | 18.00 | 57,169.94 |
| | | | | | **Total Order Value . . .** | **199,419.53** |

Rupees : One Lakh(s) Ninty Nine Thousand Four Hundred Ninteen and Paise Fifty Three Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | Cera brand ' CLAIR White model ' |
| **Payment Terms** | 100% Advance payment |
| **Tax** | Included in the above prices |
| **Delivery Date** | With in 5 days |
| **Delivery Location** | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra |
| **Penality For Delay** | Nil |
| **Transportation** | Nil |
| **Warranty** | 15 years any manufacturing defected, replacement warranty |
| **Advance Paid** | Rs.1,99,420/-by cheque................, dated............. |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications, above order for stock Replenishing purpose |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | Nil |

PART DELIVERY DETAILS

| S.no. | Bill no. | Bill Dt. | Amount |
|---|---|---|---|
| 1. | 3551 | 14/11/22 | 1,03,218/- |
| 2. | 3795 | 30/11/22 | 39,032/- |
| 3. | | | |
| 4. | | | |
| 5. | | | |

For *Summit Sales LLP*
Authorised Signatory
Name : 10/11/22

Accepted the above Terms And Conditions
For *PATEL & CO*
Name : ____________

Date : __/__/____

# Estimate/Draft PO

Page(s) 1 Of 1 07-11-2022 4:13:12 PM

93688
01.11.22 2:52:16

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

| **Supplier Details** | | | |
|---|---|---|---|
| PATEL & CO<br>H No-8-7-177/5, Plot no-4& 21, Swarnadhama Nagar, Dairy farm Road, Old bowenpally, Secunderabad- 500011<br>**GSTIN** 36AEJPP6112M1Z6<br>27050751,27066567,64513751. 9440190816 | **Doc No** | 93688 | 170361 |
| | **Doc Date** | 07-11-2022 | |
| | **Quote No** | Nil | |
| | **Quote Date** | 04-11-2022 | |
| | **SupplyType** | Supply | |

**Kind Attn : Suresh Patel**

Estimate/Draft PO for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 634900 - SACP-Sanitary-CP - Wash Basin Pedastal -White- - three fourth - Nos<br>*S2090103SN* | 20.00 | 776.27 | 0.00 | 18.00 | 18,319.97 |
| 2 | 533400 - SACP-Sanitary-CP - Wash Basin-White- - - - Nos<br>*S2040105SN* | 20.00 | 795.76 | 0.00 | 18.00 | 18,779.94 |
| 3 | 161300 - SACP-Sanitary-CP - Wall Hung EWC with seat cover-White- - - - Nos<br>*S1041105 & B150102* | 30.00 | 2,970.33 | 0.00 | 18.00 | 105,149.68 |
| 4 | 721500 - SACP-Sanitary-CP - Wall hung EWC, Seat Cover, tank-White- - - - Nos | 10.00 | 4,844.91 | 0.00 | 18.00 | 57,169.94 |
| | **Total Order Value . . .** | | | | | **199,419.53** |

Rupees : One Lakh(s) Ninty Nine Thousand Four Hundred Ninteen and Paise Fifty Three Only.

Terms and Conditions :-

**Specification /** Cera brand ' CLAIR White model '
**Payment Terms** 100% Advance payment
**Tax** Included in the above prices
**Delivery Date** With in 5 days
**Delivery Location** Summit Housing LLP
Cherlapally,Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra
**Penality For Delay** Nil
**Transportation** Nil
**Warranty** 15 years any manufacturing defected, replacement warranty
**Advance Paid** Rs.1,99,420/-by cheque................, dated.............
**Other Terms** We reserve the right to reject items not conforming to quality and specifications, above order for stock Replenishing purpose
**Completion Date** Nil
**Measurment** Nil
**Security** Nil
**Remarks** Nil

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

APPROVED BY
09 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

PART DELIVERY DETAILS

| S.no. | Bill no. | Bill Dt. | Amount |
|---|---|---|---|
| 1. | 3551 | 14/11/22 | 1,03,218/- |
| 2. | 3495 | 30/11/22 | 39,032/- |
| 3. | | | |
| 4. | | | |
| 5. | | | |

For **Summit Sales LLP**
Authorised Signatory
08/11/22
Name :
Contact - -

Accepted the above Terms And Conditions
For **PATEL & CO**
Name :
Date : __/__/____

| | | | | | | |
|---|---|---|---|---|---|---|
| Requisition Form | | | | | | |
| Company Name: | SSLLP | Date: | 04.11.2022 | | | |
| Site & Phase : | SHLLP | Time: | | | | |
| Unit No./Block No. | | | | | | |
| Supplier: | | Req. No. | 170361 | | | |
| Material required before date: | | ID No. | 81260 | | | |
| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
| 1 | SACP1613-Sanitary-CP-Wall Hung EWC with seat cover-White---Nos | 30 | 15 | 30 | | |
| 2 | SACP7215-Sanitary-CP-Wall hung EWC, Seat Cover, tank-White---Nos | 10 | 3 | 10 | | |
| 3 | SACP5334-Sanitary-CP-Wash Basin-White---Nos | 20 | 31 | 20 | | |
| 4 | SACP6349-Sanitary-CP-Wash Basin Pedastal -White--three fourth-Nos | 20 | 38 | 20 | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| Remarks: | For Stock Replenishing purpose | | | | | |
| | | | | | | |
| | Engineer | Project Manager | | Purchase | | MD |
| Prepared By: | Ashajyothi | | | | | |
| Approved By: | Minish | | | | | |
| Sign & Date: | | | | | | |

PO 93688.

APPROVED BY
05 NOV 2[illegible]
SOHAM MODI
MANAGING DIRECTOR