PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 02/12/22 | Prepared by | Minish | Serial no. | 11089 |
| Supplier name | Ganji Venkannah & Sons | | | HO inward no. | |
| Firm/Company | SSLLP | Project | SSLLP-SOV | HO received date | |
| PO/WO date | 18/11/22 | PO/WO No. | 94142 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 4465 | 29/11/22 | 2,995/- | ☑ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |
| 4. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 2,995/- |
| Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report | |
| MRN nos.: 114503 | 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: | 2,995/- |
| Amount E – PO / WO value: | 2,995/- |
| 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 | 12/12/22 |
| Remarks: | final bill |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | | | | |
| Sign: | | APPROVED 02 DEC 2022 MINISH PARIKH MANAGER PROCUREMENT | | | |
| 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 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** *(ORIGINAL FOR RECIPIENT)* **e-Invoice**

IRN : **aed7bc90d27f2f590797e3de1378ef9a4c2a41d-75e6a51013e8141bc86d38d29**
Ack No. : **112214660114939**
Ack Date : **29-Nov-22**

Ganji Venkannah & Sons

**GANJI VENKANNAH & SONS-(from2022-2023)**
5-5-97,GANJI CHAMBERS,RANIGUNJ,
SECUNDERABAD -500 003 (T.S)
GSTN/SAC : 36AABFG9288K1ZT
PH NO :27710339-27719935
MOB NO :8247540893

| | |
|---|---|
| Invoice No. **4465** | Dated **29-Nov-22** |
| Delivery Note | Mode/Terms of Payment **CREDIT** |
| Reference No. & Date. | Other References |
| Buyer's Order No. **94142/170456** | Dated **18-Nov-22** |
| Dispatch Doc No. | Delivery Note Date |
| Dispatched through | Destination |
| Terms of Delivery | |

Consignee (Ship to)
**SUMMIT SALES LLP**
Summit Housing Llp Cherlapally, Behind Kingston Pg College, Hyderabad Phone 9618244433
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Buyer (Bill to)
**SUMMIT SALES LLP**
Summit Housing Llp Cherlapally, Behind Kingston Pg College, Hyderabad Phone 9618244433
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

| Sl No. | Description of Goods and Services | HSN/SAC | Quantity | Rate (Incl. of Tax) | Rate | per | Disc. % | Amount |
|---|---|---|---|---|---|---|---|---|
| 1 | **REDOXIDE AMPRO 1 LTR** | 32089022 | **8 Nos** | 224.99 | 190.67 | Nos | | **1,525.36** |
| 2 | **BR WHITE PGE WHITE 4 LTR** | 32089021 | **1 Nos** | 1,195.00 | 1,012.71 | Nos | | **1,012.71** |
| | | | | | | | | 2,538.07 |
| | ***CGST*** | | | | | | | **228.42** |
| | ***SGST*** | | | | | | | **228.42** |
| | ***Round Off*** | | | | | | | **0.09** |
| | Total | | **9 Nos** | | | | | **₹ 2,995.00** |

INWARD
Inward No. 19654 Dt: 30/11/22
MRN No: 114503 Dt: 1/12/22
Received By: Sign:
SUMMIT SALES LLP

Sw
9246364748

SUMMIT SALES LLP * R.R. DIST. *
IN WARD No: 10215 Date: 1-12-22 Sign:

Amount Chargeable (in words)
**INR Two Thousand Nine Hundred Ninety Five Only**
*E. & O.E*

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 32089022 | 1,525.36 | 9% | 137.28 | 9% | 137.28 | 274.56 |
| 32089021 | 1,012.71 | 9% | 91.14 | 9% | 91.14 | 182.28 |
| 998518 | | 9% | | 9% | | |
| Total | 2,538.07 | | 228.42 | | 228.42 | 456.84 |

Tax Amount (in words) : **INR Four Hundred Fifty Six and Eighty Four Only**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.
TERMS & CONDITIONS:
1. Goods once sold will not be taken back or exchanged.
2. Interest @ 24% will be charged after 30 days from invoice date. 3. Subject to secunderabad jurisdiction.

for GANJI VENKANNAH & SONS-(from2022-2023)

GANJI VENKANNA AND SONS SECUNDERABAD

Authorised Signatory

This is a Computer Generated Invoice

# Purchase Order

 18-11-2022 15:11:26

94142
16.11.22 2:57:25

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

| **Supplier Details** | | | |
|---|---|---|---|
| Ganji Venkannah & sons (Asian Paints) | **Doc No** | 94142 | 170456 |
| #5-5-97/2, Ganji chambers, Ranigunj,Secunderabad-500003 A.P.India. | **Doc Date** | 18-11-2022 | |
| | **Quote No** | nil | |
| **GSTIN** 36AABFG9288K1ZT 040-40146505 | **Quote Date** | 18-11-2022 | |
| 27710339,27719935,277807357 | **SupplyType** | Supply | |

**Kind Attn : Mr.Ganji Ashok**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 854800 - PARO-Paints - Red Oxide Primer-- Asian - 1Ltr - can | 8.00 | 190.67 | 0.00 | 18.00 | 1,799.92 |
| 2 | 446300 - PAEN-Paints - Enamel-White-Asian Apcolite - 4Ltrs - can | 1.00 | 1,012.71 | 0.00 | 18.00 | 1,195.00 |
| | | | | | **Total Order Value . . .** | **2,994.92** |

Rupees : Two Thousand Nine Hundred Ninty Four and Paise Ninty Two Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | All items shall be of Asian brand |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | Next Day. |
| **Delivery Location** | SSLLP-SOV<br>Cherlapally, Behind Kingston PG Collage, Hyderabad<br>Phone. 9618244433 - Mr. Hemendra |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Transport cost shall be borne by us. |
| **Warranty** | Nil |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Final payment as per actual weighment. Above order for SSLLP-GVDC Stock replenishing 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 deli vary /DC can be sent by email. |

For ***Summit Sales LLP***
Authorised Signatory

Name : 18/11/22

Accepted the above Terms And Conditions
For ***Ganji Venkannah & sons (Asian Paints)***

Name : ____________

Date : __/__/____

| | | | | | | |
|---|---|---|---|---|---|---|
| Requisition Form | | | | | | |
| Company Name: | SSLLP | Date: | 18.11.2022 | | | |
| Site & Phase : | SSLLP-SOV | Time: | | | | |
| Unit No./Block No. | | | | | | |
| Supplier: | | Req. No. | 170456 | | | |
| Material required before date: | | ID No. | 81667 | | | |
| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
| 1 | PAIN8548-Paints -Red Oxide Primer-- Asian-1Ltr-Can PO:- 94142 | 8 | | 8 | | |
| 2 | PAIN4463-Paints -Enamel-White-Asian Apcolite-4Ltrs-Can | 1 | | 1 | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| Remarks: | For Scaffolding purpose | | | | | |
| | | | | | | |
| | Engineer | Project Manager | | Purchase | | MD |
| Prepared By: | Vanajakshi | | | | | |
| Approved By: | Minish | | | | | |
| Sign & Date: | | | | | | |

APPROVED
18 NOV 2022
MINISH PARIKH
MANAGER PROCUREMENT