PURCHASE DIVISION
Advice for approval for credit to supplier

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Date:	6-12-22	Prepared by	S. Jaysudha	Serial no.	11351
Supplier name	Akshaya Traders			HO inward no.	
Firm/Company	SS LLP	Project	SHLLP	HO received date	
PO/WO date	29-11-22	PO/WO No.	94494	Scan ID.	

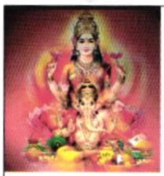
Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	361	1-12-22	4,720/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			4,720/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	114627	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:			4,720/-
Amount E – PO / WO value:			4,720/-
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:		APPROVED			
Sign:		07 DEC 2022			
Date		MINISH PARIKH			
Approval limit	Upto 20k	MANAGER PROCUREMENT 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



AKSHAYA TRADERS
6-4-392/1, GROUND FLOOR, KRISHNA NAGAR COLONY, BHOLAKPUR
MUSHEERABAD, HYDERABAD
GSTIN/UIN: 36BFYPA0121A1Z3
State Name : , Code :

Invoice No. **2022-23/361**	Dated **1-Dec-2022**
Delivery Note	Mode/Terms of Payment
Supplier's Ref.	Other Reference(s)
Buyer's Order No. **94494 170489**	Dated **29-Nov-2022**
Despatch Document No.	Delivery Note Date
Despatched through	Destination
Terms of Delivery	

Buyer
SUMMIT SALES LLP
5-4-187/3&4, IInd Floor, MG Road
Secunderabad-500003
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**Sponges**	3921	**500.0 Nos**	8.00	Nos	**4,000.00**
	Output CGST @ 9%			*9*	%	**360.00**
	Output SGST @ 9%			*9*	%	**360.00**
	Total		**500.0 Nos**			**₹ 4,720.00**

Amount Chargeable (in words) *E. & O.E*
INR Four Thousand Seven Hundred Twenty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3921	4,000.00	9%	360.00	9%	360.00	720.00
Total	**4,000.00**		**360.00**		**360.00**	**720.00**

Tax Amount (in words) : **INR Seven Hundred Twenty Only**

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

for AKSHAYA TRADERS

Authorised Signatory

AKSHAYA TRADERS HYDERABAD

This is a Computer Generated Invoice

INWARD
Inward No. 19057 Dt: 1-12-22
MRN No: 114627 Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 10225
Date: 5/12/22
Sign:

Purchase Order

 29-11-2022 15:10:39 Origi

94494
16.11.22 3:30:05

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

Supplier Details			
Akshaya Traders	**Doc No**	94494	170489
6-4-392/1, New Bholakpur, Secunderbad	**Doc Date**	29-11-2022	
	Quote No	Nil	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	24-11-2022	
9381004542 9959611144	**SupplyType**	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	368900 - GENE-General Items - Sponges-- - 12pack - Nos	500.00	8.00	0.00	18.00	4,720.00
					Total Order Value . . .	**4,720.00**

Rupees : Four Thousand Seven Hundred Twenty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST included in above price.
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for Stock maintain 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 : 29/11/22

Accepted the above Terms And Conditions
For ***Akshaya Traders***

Name : ____________

Date : __/__/____

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...any Name:	SSLLP						
Site & Phase :	SHLLP	Date:	24.11.2022				
Unit No./Block No.		Time:					
Supplier:							
Material required before date:		Req. No.	170489				
S No	Item	ID No.	81976				
		Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	CONS6564-Consumables-Bombay Brooms Big ----Nos	50	34	50			
2	CONS9459-Consumables-Coconut Brooms----Nos PO-94494.	100	91	100			
3	CONS1624-Consumables-Handwash liquid----Nos Detol Handwash	48	149 8	48			
4	GENE1417-General Items-Sponges---12pack-Nos PO	500	404	500			
5	CONS3499-Consumables-PVC Bucket----Nos PO-94491	10 20	0	10			
6	CONS6196-Consumables-Cleaning Cloth----Nos checks cloth	120	72	120			
7	CONS1509-Consumables-Toilet cleaner--Harpic-500ml-Nos	24	19	24			
8	CONS9989-Consumables-Mopping stick holder----Nos	20	1	20			
9	CONS3861-Consumables-Detergent powder---500gms-Pkts	30	2	30			
10	CONS9748-Consumables-Detergent --Vim --Nos	24	1	24			
Remarks:	For stock Replenishing purpose						
	Engineer						
Prepared By:	Ashajyothi	Project Manager		Purchase		MD	
Approved By:							
Sign & Date:							

APPROVED BY
29 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

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