

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:		8/12/22		Prepared by	Ashajyothi	Serial no.	11429
Supplier name		SR Furniture works		HO inward no.			
Firm/Company		SLLP		Project	S+LLP	HO received date	
PO/WO date		8/12/22		PO/WO No.	94823	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	022	7/12/22	43,070/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		43,070/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report		
MRN nos.:	114763	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:		43,070/-
Amount E – PO / WO value:		43,070/-
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	MD	Accountant	Accounts Manager
Name:	Ashajyothi				
Sign:	<i>Ashajyothi</i>				
Date	8/12/22				
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.

S R FURNITURE WORKS

ALL TYPES OF ENGINEERING WORKS

Plot No. 284, B.N. Reddy Nagar, Cherlapally, Hyderabad - 500 051.

To
M/s Summit Sales LLP
Cherlapally
Hyderabad

GST No. 36ACQPS2044C127

Invoice No. : 022

Date : _____

P.O. No. : 94823

Date : 07/12/2022

Sl.No.	PARTICULARS	HSN CODE	QTY	RATE	AMOUNT
1.	Iron Grills powder Coating Serial No: 2916 Dated: 07/12/2022	7301	1825 kgs	20/-	36,500/-

INWARD

Inward No. 19094

MRN No: 114763

Received By:

Summit Sales LLP

Dr: 7/12/22

Dr:

Sign: ✓

INWARD

No. 102365

Date: 8/12/22

Sign: ✓

Summit Sales LLP

R.R. DIST

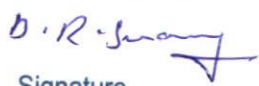
Rupees in Words forty three thousand
and seventy only/-

Total Amount Before Tax	36,500/-
CGST 9%	3285/-
SGST 9%	3285/-
IGST %	—
Total Amount After Tax	43,070/-

Goods once sold will not be taken back

For **S R FURNITURE WORKS**

Customer Signature

Signature 

Purchase Order

Page(s) 1 Of 1

08-12-2022 15:38:53



: Div.Copy

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

94823

29.11.22 5:53:07

Supplier Details

S R Furniture Works
Plot no 284, B.N.Reddy Nagar, Cherlapally, Hyderabad-500051

GSTIN 36BFUPK2271R1ZJ

8008984556

8008984556

Doc No	94823	170543
Doc Date	08-12-2022	
Quote No	nil	
Quote Date	08-12-2022	
SupplyType	Supply	

Kind Attn : Venkatesh

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 623900 - STEEL-Steel - MS Powder coated Grill-- - 750X600mm - Nos	1,825.00	20.00	0.00	18.00	43,070.00
Total Order Value . . .					43,070.00

Rupees : Fourty Three Thousand Seventy Only.

Terms and Conditions :-**Specification /** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Next Day.

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil**Transportation** Transport cost shall be borne by us.**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming quality and specifications. Above order for Powder coating purpose.**Completion Date** NA**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 invoice 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

Accepted the above Terms And Conditions

For **S R Furniture Works**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		SSLLP		Date:		08.12.2022	
Site & Phase :		SHLLP		Time:		10:00	
Supplier				Req.No.		170543	
Material required before date:					ID No.		82259
No	Description	Size	Quantity	Units	Inward No	Date	
1.	Iron Grills powder coating		1825	Kg's			
2.							
Remarks: For Powder coating purpose .							
Prepared By		M.Ashajyothi		Approved by			
Sign.& Date		08.12.2022		Sign. & Date			

Note: On receipt of material at site write inward number and date in last 2 columns.

PO:- 94823

