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	SSLLP	Project	SHLLP	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	M D	Accountant	Accounts Manager
Name:	Ashajyothi				
Sign:	Ash				
Date	8/12/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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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.

GSTIN : 36BFUPK2271R1ZJ

INVOICE

Ph: +91 8008984556

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. 36ACQFS2044C1Z7

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 Dt: 7/12/22
MRN No: 114763 Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
INWARD
No. 102369
Date 8/12/22
Sign.
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

D.R. Swamy

Customer Signature

Signature

Purchase Order

 08-12-2022 15:38:53

: Div.Copy

94823
29.11.22 5:53:07

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

Supplier Details			
S R Furniture Works Plot no 284, B.N.Reddy Nagar, Cherlapally, Hyderabad-500051	**Doc No**	94823	170543
	Doc Date	08-12-2022	
	Quote No	nil	
GSTIN 36BFUPK2271R1ZJ	**Quote Date**	08-12-2022	
8008984556 8008984556	**SupplyType**	Supply	

Kind Attn : Venkatesh

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	623900 - STEL-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

Penality 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

Name : 08/12/2022

Name : ______________

Accepted the above Terms And Conditions
For ***S R Furniture Works***

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

APPROVED

08 DEC 2022

MINISH PARIKH
MANAGER PROCUREMENT