

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date: 14/12/22		Prepared by: Ashajyothi		Serial no. 11654	
Supplier name: SR Furniture works				HO inward no.	
Firm/Company: SSLLP		Project: SHLLP		HO received date	
PO/WO date: 14/12/22		PO/WO No. 95000		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	025	12/12/22	59,826 /-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			59,826 /-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 115036	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:			59,826 /-
Amount E – PO / WO value:			59,826 /-
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		19/12/22	
Remarks: Final bill			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
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.

S R FURNITURE WORKS

ALL TYPES OF ENGINEERING WORKS

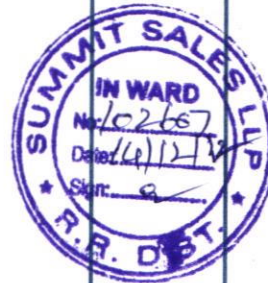
Plot No. 284, B.N. Reddy Nagar, Cherlapally, Hyderabad - 500 051.

To
M/s Summit Sales LLP
Cherlapally
Hyderabad
GST No. 36ACQFS2044C127

Invoice No. : **025**
Date :
P.O. No. :
Date : 12/12/2022

Sl.No.	PARTICULARS	HSN CODE	QTY	RATE	AMOUNT
1.	Iron Grills powder Coating Serial no: 3115 Dated : 12/12/2022	7301	1400kgs	20/-	28,000/-
2.	Iron Grills powder Coating Serial NO: 3128 Dated : 12/12/2022	7301	1135kgs	20/-	22,700/-

INWARD	
Inward No. <u>79115</u>	Di: <u>12/12/22</u>
MRN No: <u>115036</u>	Di:
Received By:	Sign: <u>[Signature]</u>
SUMMIT SALES LLP	



Rupees in Words fifty nine thousand
eight twenty six only/-

Total Amount Before Tax	50,700/-
CGST 9 %	4563/-
SGST 9 %	4563/-
IGST %	
Total Amount After Tax	59,826/-

Goods once sold will not be taken back

For **S R FURNITURE WORKS**

Customer Signature

Signature [Signature]

Purchase Order

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14-12-2022 11:26:22



Copy

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

95000
29.11.22 6:01:05

Supplier Details			
S R Furniture Works Plot no 284, B.N.Reddy Nagar, Cherlapally, Hyderabad-500051 GSTIN 36BFUPK2271R1ZJ 8008984556 8008984556	Doc No	95000	170565
	Doc Date	14-12-2022	
	Quote No	nil	
	Quote Date	13-12-2022	
	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	1,400.00	20.00	0.00	18.00	33,040.00
2 623900 - STEL-Steel - MS Powder coated Grill-- - 750X600mm - Nos	1,135.00	20.00	0.00	18.00	26,786.00
Total Order Value . . .					59,826.00
Rupees : Fifty Nine Thousand Eight Hundred Twenty Six 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:		13.12.2022	
Site & Phase :		SHLLP		Time:		10:00	
Supplier				Req.No.		170565	
Material required before date:					ID No.		82429
No	Description	Size	Quantity	Units	Inward No	Date	
1.	Iron Grills powder coating		1400	Kg's			
2.	Iron Grills powder coating		1135	Kg's			
Remarks: For Powder coating purpose .							
Prepared By		M.Ashajyothi		Approved by			
Sign.& Date		13.12.2022		Sign. & Date			

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

PO:- 95000

