PURCHASE DIVISION

Advice for approval for credit to supplier

E

Date:	14-12-22	Prepared by	S. JaySudha	Serial no.	**11651**
Supplier name	Satyavarapu Hardwares			HO inward no.	
Firm/Company	SS LLP	Project	SHLLP	HO received date	
PO/WO date	5-12-22	PO/WO No.	94683	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1184	10-12-22	1,699/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,699/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 114921	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:	1,699/-
Amount E – PO / WO value:	1,699/-
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:		APPROVED			
Sign:		16 DEC 2022			
Date		MINISH PARIKH MANAGER PROCUREMENT			
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.

GSTIN:36BCBPS4784B1ZJ PAN: BCBPS4784B

Sathyavarapu Hardwares

Dealers in : Kitchen Accessories & Exclusive Hardware

2-3-576/2/2/A, Minister Road, Nallagutta, Secunderabad.

: 040-66610337 : 98853 16000, : sathyavarapu_ravi@yahoo.com

TAX INVOICE-CASH/CREDIT

- ☐ Original for Receipt
- ☐ Duplicate for Transporter
- ☐ Triplicate for Supplier

Invoice No. : 1184 /22 - 23	Transportation Mode:
Invoice Date : 10/12/22	Vehicle Number:
State : Telangana State Code36	P.O. Number :
LR No:	
No. of Cases:	
Place of Supply:	

DETAILS OF CONSIGNEE: BILLED TO	DETAILS OF RECEIVER: SHIPPED TO
NAME: Summit Sales LLP	NAME:
Address: Nallagandla, Hyderabad	Address: 94683
GSTIN: 36ABQFS1024C1ZJ	GSTIN:
State: Telangana State Code: 36	State: State Code:

S. No.	HSN/SAC Code	Description of Goods	Qty.	UoM	Rate	Disc %	GST %	Taxable Amount (Rs.)
1	7318	3008 W/bus	30	Nos	48/-		18%	1440.00
2								
3								
4								
5								
6								
7								
8								
9								
10		₹1699						
11								
12								
13								
14								

INWARD
Inward No. 19111 Dt: 10/12/22
MRN No: 114921 Dt:
Received By: Sign:

SUMMIT SALES LLP
Received By:
MRN No:
Inward No.
Dt:
Dt:
Sign:
INWARD

HSN Code	Taxable Amount	GST%	CGST	SGST	IGST		
						Transport / If any	
						Total Amount before Tax	1440.00
						Add. CGST 9%	129.60
						Add: SGST 9%	129.60
						Add: IGST	
						GRAND TOTAL	1699.20

SUMMIT SALES LLP

SUMMIT SALES LLP
INWARD
No. 02555
Date: 13/12/22
Sign:

Amount in words: One thousand six hundred ninety nine only

We Bank with:
HDFC BANK,
Paradise Branch, Secunderabad
Current Account: **00422000029168**
RTGS/IFSC Code : **HDFC0000042**

* Goods once sold will not be taken back
Subject to Secunderabad Jurisdiction E&O.E.

Receiver's Signature with Stamp

9246364748

For Sathyavarapu Hardwares

Authorised Signatory

Purchase Order

 05-12-2022 14:26:21

94683
29.11.22 5:43:09

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

Supplier Details			
Sathyavarapu Hardwares,	**Doc No**	94683	170512
#2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.	**Doc Date**	05-12-2022	
	Quote No	nil	
GSTIN 36BCBPS4784B1ZJ	**Quote Date**	02-12-2022	
65910337. 9885316000.	**SupplyType**	Supply	

Kind Attn : Mr. S. Ravi Kumar.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	709600 - HARD-Hardware - Wood screws -CSK- - 8x35mm - Pkts	30.00	48.00	0.00	18.00	1,699.20
					Total Order Value . . .	**1,699.20**

Rupees : One Thousand Six Hundred Ninty Nine and Paise Twenty Only.

Terms and Conditions :-

Specification /	All items shall be of ___ brand/company
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
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	Nill
Other Terms	Payment will be made only after inspection of material.Above order for Stock Repleneshing purpose
Completion Date	nill
Measurment	NA
Security	Nil
Remarks	Orginal invoice+ORIGINAL

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

Name : 05/12/2022

Accepted the above Terms And Conditions
For ***Sathyavarapu Hardwares,***

Name : ____________

Date : __/__/____

Requisition Form							
Company Name:	SSLLP						
Site & Phase :	SHLLP	Date:	02.12.2022				
Unit No./Block No.		Time:					
Supplier:							
Material required before date:		Req. No.	170512				
		ID No.	82143				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1 160+18%	HARD5691-Hardware-Fischer Plug--Bosch-5MM-Boxes 160 per box +18%. Po:-94673	50	10	50			
2 85+18%	HARD2752-Hardware-Hold fast---100MM-Kgs PO:-94677	100	80	100			
3	TOOL2657-Tools-Mesurment Tapes -Fibre-Freemans-30m-Nos PO:- 94682	5	0	5			
4	TOOL7173-Tools-Plastic Gampa ---425MM-Nos → Akshaya	60	43	60			
5 48+18%	HARD7096-Hardware-Wood screws -CSK--8x35MM-Pkts → Calvin Vai Po:-94683	30	0	30			
6							
7							
8							
9							
10							
Remarks:	For Stock Replenishing purpose						
	Engineer	Project Manager		Purchase		MD	
Prepared By:	Ashajyothi				APPROVED BY		
Approved By:	Minish				03 DEC 2022		
Sign & Date:					SOHAM MODI MANAGING DIRECTOR		