PURCHASE DIVISION

Advice for approval for credit to supplier

E

Date:	17/12/22	Prepared by	Minish	Serial no.	**11833**
Supplier name	SFS Hardware			HO inward no.	
Firm/Company	SSLLP	Project	SSLLP-GVDC	HO received date	
PO/WO date	3/12/22	PO/WO No.	94612	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	296	8/12/22	3,684/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,684/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.:	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:	3,684/-
Amount E – PO / WO value:	3,684/-
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	26/12/22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:					
Date		17 DEC 2022			
Approval limit	Upto 20k	Above 20k MINISH PARIKH MANAGER PROCUREMENT	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.

GST INVOICE

SFS HARDWARE
#30-26 3rd FLOOR PLOT NO 36
BURHANI HOUSING SOCIETY RTC COLONY
TRIMULGHEERY HYDERABAD 500-015
Mobile : 9550505717
Company's GSTIN: 36BJJPG3515K1Z6

Invoice No : 296
Delivery challan no :

Dated: 08-12-2022
Dated :

PO NO : **94612 - 170504**
PO Date : 03-12-2022

Buyer:
M/s. SUMMIT SALES LLP.
5-4-187/3 & 4, II FLOOR, SOHAM MANSION, MG ROAD
SECUNDERABAD - 500003
Buyer's GSTIN : 36ACQFS2044C1Z7

Despatched Through : **BY HAND / DRIVER**
Despatched Date : 08-12-22
State Code: **36**

S.No	Description of Goods	HSN	Quantity	Rate	GST %	Amount
1	GI NUT SIZE : 10 MM	7318	200.00 NOS	1.21	18.00%	242.00
2	MS PLAIN NUT SIZE : 08 MM	7318	20.00 NOS	144.00	18.00%	2,880.00
	TRANSPORTATION CHARGES :					0.00
					TOTAL :	**3,122.00**

IN WARD
Inward No: 1857 Dt: 8/12/22
MRN No: 114826 Dt: 9/12/22
Received By: Ranjan Nath Sign:
SSLLP-GVDC

Total Tax Amount:	561.96	**CGST @ 9 %**	280.98
		SGST @ 9 %	280.98
		Round off	0.04
		Grand Total	**3,684.00**

Amount Chargeable (in words)
Rs: THREE THOUSAND FOUR HUNDRED AND NINETY SEVEN ONLY

Company's Bank Details
Current A/c No : 3719725147
Bank Name : CENTRAL BANK OF INDIA
IFSC Code : CBIN0283477
Branch : TRIMULGHEERY , HYD

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.
This is a computer generated Invoice / Subject to Secunderabad Juridiction.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 102279
Date: 17/12/22
Sign:

For SFS HARDWARE

Authorised Signatory

Purchase Order

 03-12-2022 11:45:57

94612
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			
SFS Hardware	**Doc No**	94612	170504
30-26,III Floor,Plot no 36,Burhani Housing Society,RTC Colony,Tirumulgery,Secunderabad-15	**Doc Date**	03-12-2022	
	Quote No	NIL	
GSTIN 36BJJPG3515K1Z6	**Quote Date**	01-12-2022	
9550505717	**SupplyType**	Supply	

Kind Attn : Mr Khuzem

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	982300 - HARD-Hardware - GI Nut-- - 10MM - Nos	200.00	1.21	0.00	18.00	285.56
2	873200 - HARD-Hardware - MS Plain Nut-- - 8mm - kgs	20.00	144.00	0.00	18.00	3,398.40
					Total Order Value . . .	**3,683.96**

Rupees : Three Thousand Six Hundred Eighty Three and Paise Ninty Six Only.

Terms and Conditions :-

Specification /	All items shall be of ___ brand/company
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	SSLLP-GVDC . Phone. .
Penality For Delay	5% penalty for delay in delivery beyond due date.
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	NIL
Other Terms	Payment will be made only after inspection of material.Above order for gv site MEP works 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 invoices 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 : 03/12/22

Accepted the above Terms And Conditions

For ***SFS Hardware***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	01-12-2022			
Site & Phase :	GVDC-SSLLP	Time:	11:01			
Unit No./Block No.						
Supplier:		Req. No.	170504			
Material required before date:	URGENT	ID No.	82070			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD3976-Hardware-GI Nut---10mm-Nos	200		200		
2	HARD7848-Hardware-MS Plain Nut---8mm-Kgs	20		20		
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	Towards work in gv site					
	Engineer	Project Manager		Purchase		MD
Prepared By:	HANMANTHU					
Approved By:	HANMANTHU					
Sign & Date:						

PO - 94612.

APPROVED
03 DEC 2022
MINISH PARIKH
MANAGER PROCUREMENT