PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	23-12-22	Prepared by	S. JaySudha	Serial no.	**12014**
Supplier name	Sri Laxmi Ganesh Steels & Hard			HO inward no.	
Firm/Company	SSLLP	Project	SSLLP-SOV	HO received date	
PO/WO date	14-12-22	PO/WO No.	94794	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	246	14-12-22	13,894/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	13,894/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 115334 — 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:	13,894/-
Amount E – PO / WO value:	13,894/-
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	2-01-23
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		[signature]			
Sign:		APPROVED			
Date		23 DEC 2022			
Approval limit	Upto 20k	Above 20k P. VENKATESHWARLU MANAGER PURCHASE	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 - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals
6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.
Email : srilaxmiganeshsteels@gmail.com

Po No 94794

M/s. Summit Sales LLP
M.G. Road
Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 246
Date : 14/12/22
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	14" cutting Blades	25 Nos	175/-	4375-	00
	Welding Rod 12 Pack	2 case	3700/-	7400-	00
			Total	11775-	00
			SGST @ 9 %	1059.	75
			CGST @ 9 %	1059	75
			IGST @ 18 %		
			Roundup		50
			Grand Total	13,894	00

INWARD
Inward No: 10743 Dt: 14/12/22
MRN No: 115334 Dt: /
Received By: Sign:
SSLLP-SOV

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words :

SUMMIT SALES LLP
INWARD
No. 10302
Date 22/12/22
Sign:
R.R. DIST.

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange.

For Sri Laxmi Ganesh Steels & Hardware

Signature

Purchase Order

09-12-2022 2:20:00 PM

94794
29.11.22 5:52:46

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

Supplier Details			
Sri Laxmi Ganesh Steels & Hardware	**Doc No**	94794	170522
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	07-12-2022	
	Quote No	Nil	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	03-12-2022	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	327400 - TOOL-Tools - Cutting Blade-Metal-Powertech - 100mm - Nos *14 inches cutting wheels*	25.00	175.00	0.00	18.00	5,162.50
2	704000 - TOOL-Tools - Welding Rod--Mangalam - 12packets - Corton	2.00	3,700.00	0.00	18.00	8,732.00
					Total Order Value . . .	**13,894.50**

Rupees : Thirteen Thousand Eight Hundred Ninty Four and Paise Fifty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next day.
Delivery Location	SSLLP-SOV Cherlapally, Behind Kingston PG Collage, Hyderabad Phone. 9618244433 - Mr. Hemendra
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 to quality and specifications. Above order for labour quarters purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Sri Laxmi Ganesh Steels & Hardware***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	03.12.2022
Site & Phase :	SSLLP-SOV	Time:	10:00
Supplier		Req.No.	170522
Material required before date:		ID No.	82116

No	Description 94709	Size	Quantity	Units	Inward No	Date
1.	Flat patti 8116-Steel-other	3/4"x6mm	2	Tons		
2.	Cutting Wheels	14"	12	No's		
3.	Sq rod 8110 - steel - other	10mm	3	Tons		
4.	Welding rods	-	24	Packets		
5.	Flat patti 8018 - Steel other	1/2"x6mm	1	Ton		

Remarks: For Labour quarters purpose .

94799

Prepared By	M.Ashajyothi	Approved by	
Sign.& Date	03.12.2022	Sign. & Date	

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

APPROVED
05 DEC 2022
P. VENKATESHWARLU
MANAGER PURCHASE