PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	28-12-22	Prepared by	Minish	Serial no.	12163
Supplier name	Akshaya Traders			HO inward no.	
Firm/Company	SS LLP	Project	SHLLP	HO received date	
PO/WO date	22-12-22	PO/WO No.	95306	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	398	23-12-22	14,986/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	

Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	115457	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:	14,986/-
Amount E – PO / WO value:	14,986/-
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:					
Sign:					
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
28 DEC 2022
MINISH PARIKH
MANAGER PROCUREMENT

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.

TAX INVOICE

AKSHAYA TRADERS 6-4-392/1, GROUND FLOOR, KRISHNA NAGAR COLONY, BHOLAKPUR MUSHEERABAD, HYDERABAD GSTIN/UIN: 36BFYPA0121A1Z3 State Name : Telangana, Code : 36	Invoice No. **2022-23/398**
	Dated **23-Dec-2022**
	Delivery Note
	Mode/Terms of Payment
	Supplier's Ref.
	Other Reference(s)
Buyer **SUMMIT SALES LLP** HYD GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **95306**
	Dated **22-Dec-2022**
	Despatch Document No.
	Delivery Note Date
	Despatched through
	Destination
	Terms of Delivery

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**PVC GAMPAS(Big)**	5509	**60.0 Nos**	120.00	Nos	**7,200.00**
2	**Bombay Nails 50mm**		**25.0 Nos**	110.00	Nos	**2,750.00**
3	**Bombay Nails 62.50 mm**		**25.0 Nos**	110.00	Nos	**2,750.00**
						12,700.00
	Output CGST @ 9%			9	%	**1,143.00**
	Output SGST @ 9%			9	%	**1,143.00**
	Total		**110.0 Nos**			**₹ 14,986.00**

Amount Chargeable (in words) — *E. & O.E*

INR Fourteen Thousand Nine Hundred Eighty Six Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
5509	7,200.00	9%	648.00	9%	648.00	1,296.00
	5,500.00	9%	495.00	9%	495.00	990.00
Total	**12,700.00**		**1,143.00**		**1,143.00**	**2,286.00**

Tax Amount (in words) : **INR Two Thousand Two Hundred Eighty Six Only**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for AKSHAYA TRADERS

Authorised Signatory

AKSHAYA TRADERS HYDERABAD

This is a Computer Generated Invoice

INWARD
Inward No. 19173 Dt: 23/12/22
MRN No: 115457 Dt: 26/12/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No.: 10372
Date: 27/12/22
Sign:

Purchase Order

 22-12-2022 14:40:33

Copy

95306
13.12.22 4:32:58

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

Supplier Details

Akshaya Traders
6-4-392/1, New Bholakpur, Secunderbad

GSTIN 36BFYPA0121A1Z3
9381004542 9959611144

Doc No	95306	170571
Doc Date	22-12-2022	
Quote No	Nil	
Quote Date	14-12-2022	
SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	717300 - TOOL-Tools - Plastic Gampa -- - 425mm - Nos	60.00	120.00	0.00	18.00	8,496.00
2	486100 - HARD-Hardware - Bombay Nails -- - 50mm - Kgs	25.00	110.00	0.00	18.00	3,245.00
3	836800 - HARD-Hardware - Bombay Nails -- - 62.50mm - Kgs	25.00	110.00	0.00	18.00	3,245.00
				Total Order Value . . .		**14,986.00**

Rupees : Fourteen Thousand Nine Hundred Eighty Six Only.

Terms and Conditions :-

Specification / Brand	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 Cost	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 Stock replanishing purpose.
Completion Date	Nil
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 : 22/12/2022

Accepted the above Terms And Conditions
For ***Akshaya Traders***

Name : ______________

Date : __/__/____

Requisition Form							
Company Name:	SSLLP	Date:	14.12.22				
Site & Phase :	SHLLP	Time:					
Unit No./Block No.							
Supplier:		Req. No.	170571				
Material required before date:		ID No.	82697				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	HARD1945-Hardware-SS Screws -Pan Head--6x32mm-Pkts	20	1	20			
2	HARD3593-Hardware-SS Screws -Pan Head--6x50mm-Pkts	10	0	10			
3	HARD1916-Hardware-SS Screws-CSK Head--8x32mm-Pkts	20	0	20			
4	HARD1982-Hardware-SS Screws -Pan Head--8x38mm-Pkts	20	3	20			
5	HARD7650-Hardware-Wood screws -CSK--8x35mm-Pkts	20	25	20			
6	TOOL3390-Tools-Mesurment Tapes-Steel-Freemans- 5m-Nos PO:-95299	20	10	20			
7	HARD4934-Hardware-Bombay Nails ---50mm-Kgs	25	5	25			
8	HARD2155-Hardware-Bombay Nails ---62.50mm-Kgs PO:- 95306	25	9	25			
9	TOOL1467-Tools-Plastic Gampa ---425mm-Nos	60	43	60			
10							
Remarks:	For Stock Replenishing Purpose						
	Engineer	Project Manager		Purchase		MD	
Prepared By:	Asha jyothi						
Approved By:	Minish						
Sign & Date:							

APPROVED BY
16 DEC 2022
SOHAM MODI
MANAGING DIRECTOR