PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	6-01-23	Prepared by	S. JaySudha	Serial no.	**12859**
Supplier name	Akshaya Traders			HO inward no.	
Firm/Company	SS LLP	Project	SHLLP	HO received date	
PO/WO date	3-01-23	PO/WO No.	95705	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	427	3-1-23	3,460/r	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,460/r

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

MRN nos.:	115851	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:	3,460/r
Amount E – PO / WO value:	3,460/r
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	16-01-23
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		APPROVED 06 JAN 2023 MANISH PARIKH MANAGER PROCUREMENT			
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.

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. **2022-23/427**	Dated **3-Jan-2023**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **SUMMIT SALES LLP** 5-4-187/3&4,IInd Floor, MG Road Secunderabad-500003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **95705 170644**	Dated **3-Jan-2023**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**HACKSAW BLADE DOUBLE**	641800	**200.0 Nos**	10.00	Nos	**2,000.00**
2	**Coconut Brooms**	9603	**100.0 Nos**	11.00	Nos	**1,100.00**
						3,100.00
	Output CGST @ 9%			9	%	**180.00**
	Output SGST @ 9%			9	%	**180.00**
	Total		**300.0 Nos**			**₹ 3,460.00**

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

INR Three Thousand Four Hundred Sixty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
641800	2,000.00	9%	116.13	9%	116.13	232.26
9603	1,100.00	9%	63.87	9%	63.87	127.74
Total	**3,100.00**		**180.00**		**180.00**	**360.00**

Tax Amount (in words) : **INR Three Hundred Sixty Only**

SUMMIT SALES LLP R.R. DIST. IN WARD No: 103774 Date: 6/1/23 Sign:

9246364748

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

AKSHAYA TRADERS HYDERABAD

Authorised Signatory

This is a Computer Generated Invoice

INWARD	
Inward No. 19235	Dt: 3/1/23
MRN No: 115851	Dt: 6/1/23
Received By:	Sign:
SUMMIT SALES LLP	

Purchase Order

 03-01-2023 11:51:30

95705

27.12.22 3:31:52

/.Copy

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	**Doc No**	95705	170644
6-4-392/1, New Bholakpur, Secunderbad	**Doc Date**	03-01-2023	
	Quote No	Nil	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	02-01-2023	
9381004542 9959611144	**SupplyType**	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	641800 - HARD-Hardware - Hacksaw blade Double-- - - - Boxes	200.00	10.00	0.00	18.00	2,360.00
2	905700 - CONS-Consumables - Coconut Brooms-- - - - Nos	100.00	11.00	0.00	0.00	1,100.00
				Total Order Value . . .		**3,460.00**

Rupees : Three Thousand Four Hundred Sixty Only.

Terms and Conditions :-

Specification /	All items shall be of ___ brand/company
Payment Terms	After Delivery & Production of bill
Tax	GST 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	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for stock Replenshing 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 invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name : 03/01/2023

Accepted the above Terms And Conditions

For ***Akshaya Traders***

Name : ____________

Date : __/__/____

Requisition Form

Company Name: SSLLP | Date: 02.01.2023

Site & Phase : SHLLP | Time: 11:00:00

Unit No./Block No.

Supplier: | Req. No. 170644

Material required before date: | ID No. 83059

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS9459-Consumables-Coconut Brooms----Nos	100	200	100		
2	CONS3661-Consumables-Keychain+rings----Nos	250	59	250		
3	CONS9989-Consumables-Mopping stick holder----Nos	30	7	30		
4	STAT7726-Stationary-Plastic Cards----Nos	200	250	200		
5	HARD7211-Hardware-Hacksaw blade Double----Boxes	200	189	200		
6						
7						
8						
9						
10						

PO 95705

Remarks: For Stock Replenishing purpose

	Engineer	Project Manager	Purchase	MD
Prepared By:	M.Asha jyothi			
Approved By:	Minish			
Sign & Date:				

APPROVED BY
02 JAN 2023
SOHAM MODI
MANAGING DIRECTOR