

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 12/1/23		Prepared by: Salman		Serial no.	
Supplier name: Talk of the town Adv		Project: SSKP		HO inward no.	
Firm/Company: Summit Sols		PO/WO No: 96034		HO received date	
PO/WO date: 12/1/23		Scan ID:			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	71	12/1/23	377/-	☒ 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.: 116206	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: 377/-

Amount E – PO / WO value: 377/-

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: 16/1/23

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Salman				
Sign:	12/1/23				
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.

Talk Of The Town Advertising

It's all about your brand visibility!



7-84/147, MARUTHI NAGAR,
1, DAMMAIGUDA
Hyderabad Telangana 500083
India
GSTIN 36AEGPN0131B1Z7

ORIGINAL

TAX INVOICE

Invoice#	: INV-000071	Place Of Supply	: Telangana (36)
Invoice Date	: 12.01.2023	PLACE	: A3 size foam Board
Terms	: Due on Receipt		
Due Date	: 12.01.2023		
P.O.#	: 96037 - 167430		

Bill To	Ship To
SUMMIT SALES 5-4-187/3&4, II nd floor, MG Road, Secunderabad Hyderabad 500003 Telangana India GSTIN 36ACQFS2044C1Z7	SUMMIT SALES 5-4-187/3&4, II nd floor, MG Road, Secunderabad Hyderabad 500003 Telangana India

S N o	Item & Description	HSN /SAC	Qty	Rate	Taxable Amount	CGST		SGST		Total
						%	Amt	%	Amt	
1	ECO SOLVENT VINYL + MATLAM + 5MM FOAM BOARD	895000	1.00	320.00	320.00	9%	28.80	9%	28.80	377.60
Sub Total					₹320.00		28.80		28.80	₹377.60

Total In Words

Indian Rupee Three Hundred Seventy-Seven and Sixty Paise Only

1. Goods once sold cannot be taken back or exchanged.
2. Our Responsibility ceases once the goods delivered at carrier
3. Interest will be charged at 24% P.A if not paid with in due date
4. Payment must be paid by A/C payee / NEFT / RTGS

Authorized Signature

BANK : BANK OF BARODA

A/C NO : 80960200000141

IFSC : BARBOVJDAMM

BRANCH : DAMMAIGUDA

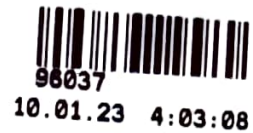
Purchase Order

11-01-2023 11:33:08

From Company : **Summit Sales LLP**

5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.

G S T No. : 36ACQFS2044C1Z7



Supplier Details

Talk Of The Town Advertising

7-84/147, MARUTHI NAGAR, 1, DAMMAIGUDA, Medchal - Malkajgiri, Telangana, 500083

GSTIN 36AEGPN0131B1Z7

Doc No	96037	167430
Doc Date	11-01-2023	
Quote No	Nil	
Quote Date	11-01-2023	
SupplyType	Supply	

Kind Attn : VINOD KUMAR NAGALLA

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 895000 - PROM-Promotions - Foam Board-- - A3-5mm - Nos A3 size foam Board	1.00	320.00	0.00	18.00	377.60
Total Order Value . . .					377.60

Rupees : Three Hundred Seventy Seven and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	A3 size foam Board
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	11-01-2023
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penalty For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.
Completion Date	11-01-2023
Measurment	Nil
Security	Nil
Remarks	Nil

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Talk Of The Town Advertising**

Name : _____

Name : _____

Date : __/__/__

Contact :-