PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/01/23	Prepared by	Kalpana	Serial no.	13290
Supplier name	Sathyavarapu Hardwares,			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	12/01/23	PO/WO No.	96137	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1321	11/01/23	2,124/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,124/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116387	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:	2,124/-
Amount E – PO / WO value:	2,124/-
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	23/01/23
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		19 JAN 2023			
Date		MANISH PARIKH			
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.

GSTIN:36BCBPS4784B1ZJ PAN: BCBPS4784B

Sathyavarapu Hardwares

Dealers in : Kitchen Accessories & Exclusive Hardware

2-3-576/2/2/A, Minister Road, Nallagutta, Secunderabad.

: 040-66610337 : 98853 16000, : sathyavarapu_ravi@yahoo.com

TAX INVOICE-CASH/CREDIT

☐ Original for Receipt
☐ Duplicate for Transporter
☐ Triplicate for Supplier

Invoice No. : 1321/22 - 23	Transportation Mode:
Invoice Date : 11/01/2023	Vehicle Number:
State : Telangana State Code36	P.O. Number : 96137.
LR No:	No. of Cases:
Place of Supply:	

DETAILS OF CONSIGNEE: BILLED TO

NAME: SUMMIT Sales LLP

Address: Manoj Jey.

GSTIN: 36ACBFS2044C1Z7.

State: Telangana State Code: 36

DETAILS OF RECEIVER: SHIPPED TO

NAME:

Address:

GSTIN:

State: State Code:

S. No.	HSN/SAC Code	Description of Goods	Qty.	UoM	Rate	Disc %	GST %	Taxable Amount (Rs.)
1	8301	5cm Safety Latch	20	S	90/-		18%	1800.00
2		Bbis 3keys.						
3								
4								
5								
6								
7								
8								
9								
10		C 2124						
11								
12								
13								
14								

INWARD
Inward No. 19280 Dt: 13/1/23
MRN No: 116387 Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No: 10431
Date: 13/1/23
Sign:
R.R. DIST

HSN Code	Taxable Amount	GST%	CGST	SGST	IGST		
						Transport / If any	
						Total Amount before Tax	1800.00
						Add. CGST 9%	162.00
						Add: SGST 9%	162.00
						Add: IGST	
Amount in words:						GRAND TOTAL	2124.00

We Bank with:
HDFC BANK,
Paradise Branch, Secunderabad
Current Account: **00422000029168**
RTGS/IFSC Code : **HDFC0000042**

* Goods once sold will not be taken back
Subject to Secunderabad Jurisdiction E&O.E.

Receiver's Signature with Stamp

For **Sathyavarapu Hardwares**

Authorised Signatory

Purchase Order

 12-01-2023 15:30:59

96137
10.01.23 4:03:09

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

Supplier Details			
Sathyavarapu Hardwares,	**Doc No**	96137	170679
#2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.	**Doc Date**	12-01-2023	
	Quote No	Nil	
GSTIN 36BCBPS4784B1ZJ	**Quote Date**	07-01-2023	
65910337. 9885316000.	**SupplyType**	Supply	

Kind Attn : Mr. S. Ravi Kumar.

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	708500 - HARD-Hardware - Safety Padlock--SH-PLLS - 6lever - Nos *50 mmX Levers-2 keys*	20.00	90.00	0.00	18.00	2,124.00
					Total Order Value . . .	**2,124.00**

Rupees : Two Thousand One Hundred Twenty Four Only.

Terms and Conditions :-

Specification /	All items shall be of ___ brand/company
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Working 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	NA
Other Terms	We reserve the right to reject items not conforming to quality and specifications.For stock repleneshing Purpose.
Completion Date	NA
Measurment	NA
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 b

For ***Summit Sales LLP***

Authorised Signatory

Name : 13/01/2023

Accepted the above Terms And Conditions

For ***Sathyavarapu Hardwares,***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP		
Site & Phase :	SHLLP	Date:	07.01.2023
Unit No./Block No.		Time:	11:00:00
Supplier:			
Material required before date:		Req. No.	170679
		ID No.	83338

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD6258-Hardware-Mortise Lock----Nos	15	5	15		
2	HARD3459-Hardware-Cylinderacal Lock--Dorset--Nos	60	71	60		
3	HARD3480-Hardware-SS Hinges-Per 1 piece-Dorset--Nos	200	40	200		
4	HARD3806-Hardware-Door Stopper----Nos	50	119	50		
5	HARD9920-Hardware-Safety Padlock--SH PLLS-6lever-Nos	20	0	20		
6						
7						
8						
9						
10						

PO 96116.

PO 96137

Remarks: For Stock Replenishing purpose

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

APPROVED BY
09 JAN 2023
SOHAM MODI
MANAGING DIRECTOR