PURCHASE DIVISION
Advice for approval for credit to supplier (E)

Date:	18/01/23	Prepared by	Vanajakshi	Serial no.	13325
Supplier name	Sri Laxmi Ganesh Steels & Hardware			HO inward no.	
Firm/Company	SSUP	Project	SAUP	HO received date	
PO/WO date	28/12/22	PO/WO No.	95510	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	274	11/01/23	10,207/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	10,207/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116396	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:	10,207/-
Amount E – PO / WO value:	10,207/-
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	23/01/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	Vanaja				
Date	18/01/23				
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 - 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 95510

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

Invoice No.: 274
Date : 11/01/23
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Welding Rod 12Pak	2 Case	3700/-	7400-	00
	Rod Cutting Blade	50 No	25/-	1250	.00

IN WARD
Inward No: 10755 Dt: 11/1/23
MRN No: 116396 Dt:
Received By: Sign:
SSLLP-SOV

Total	8650-	00
SGST @ 9 %	778	50
CGST @ 9 %	778	50
IGST @ 18 %		
Roundup		
Grand Total	10207-	00

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

Rupees In words :

For Sri Laxmi Ganesh Steels & Hardware

Signature

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

Purchase Order

 18-01-2023 14:39:05 Origi

95510
27.12.22 3:28:16

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 Iron & Hardware Stores	**Doc No**	95510	170622
Shop no. 6-6-125/A/2, Kavadiguda Main Road, Beside SBH, Secunderabad.	**Doc Date**	28-12-2022	
	Quote No	Nil	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	28-12-2022	
040-64505240 9246205245/9542575725	**SupplyType**	Supply And Application	

Kind Attn : Mr. G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	943800 - TOOL-Tools - Welding Rod--Mangalam - 90pcs - Packets *Each Cotton 12Packs*	2.00	3,700.00	0.00	18.00	8,732.00
2	327400 - TOOL-Tools - Cutting Blade-Metal-Powertech - 100mm - Nos	50.00	25.00	0.00	18.00	1,475.00
					Total Order Value . . .	**10,207.00**

Rupees : Ten Thousand Two Hundred Seven 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 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 SSLLP Stock Replenishing purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Sri Laxmi Ganesh Iron & Hardware Stores***

Name : ____________________

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	28.12.2022
Site & Phase :	SHLLP	Time:	10:00
Supplier		Req.No.	170622
Material required before date:	~~95506~~	ID No.	82876

No	Description	Size	Quantity	Units	Inward No	Date
1.	M S Square pipe 4926 Steel - Steel	40x40x2mm	20	No's		
2.	M S Hinges ~~95505~~	4"	100	No's		
3.	M S Square rod 8110 Steel-other	10mm	2	Tons		
4.	M S Z-Angle 8093-Steel-other 95510		1	Ton		
5.	Welding rod 9998 - Tool - Tools	-	2	Boxes		
6.	M S L-Angle 8027 - Steel - other	3\4x3\4x3mm	50	No's		
7.	Rod cutting blade 3274 - Tool - Tool	100mm	3	Boxes	25	

Remarks: For ssllp stock replenishing purpose .

Prepared By	M.Asha jyothi		
Sign.& Date	28.12.2022	Approved by	APPROVED
		Sign. & Date	28 DEC 2022 P. VENKATESHWARLU MANAGER PURCHASE

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

3/4+3/4+6mm