PURCHASE DIVISION

Advice for approval for credit to supplier

6

Date:	28/01/23	Prepared by	Kalpana	Serial no.	13788
Supplier name	Akshaya Traders			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	18/01/23	PO/WO No.	96246	Scan ID.	

Sl no.	*Bill no.*	*Bill date*	*Bill amount*	*Original attached*
1.	2022-23/447	21/01/23	6,490/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			6,490/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	11668	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:			6,490/-
Amount E – PO / WO value:			6,490/-
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	06/02/23		
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

30 JAN 2023

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. **2022-23/447**	Dated **21-Jan-2023**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **SUMMIT SALES LLP** 5-4187/3&4,II Nd Floor,MG Road,Secunderabad-500003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **96246 170708**	Dated **18-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	**Bombay Nails 50mm**		**25.0 Nos**	110.00	Nos	**2,750.00**
2	**Bombay Nails 62.50 mm**		**25.0 Nos**	110.00	Nos	**2,750.00**
						5,500.00
	Output CGST @ 9%			*9*	*%*	**495.00**
	Output SGST @ 9%			*9*	*%*	**495.00**
	Total		**50.0 Nos**			**₹ 6,490.00**

INWARD
Inward No. 19328 Dt: 24/1/23
MRN No: 116681 Dt: 25/01/23
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No: 10484
Date: 27/1/23
Sign:
R.R. DIST.

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

INR Six Thousand Four Hundred Ninety 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
AKSHAYA TRADERS HYDERABAD
Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 19-01-2023 10:41:00 Or

96246
10.01.23 4:03:10

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**	96246	170708
6-4-392/1, New Bholakpur, Secunderbad	**Doc Date**	18-01-2023	
	Quote No	Nil	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	12-01-2023	
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	486100 - HARD-Hardware - Bombay Nails -- - 50mm - Kgs	25.00	110.00	0.00	18.00	3,245.00
2	836800 - HARD-Hardware - Bombay Nails -- - 62.50mm - Kgs	25.00	110.00	0.00	18.00	3,245.00
					Total Order Value . . .	**6,490.00**

Rupees : Six Thousand Four Hundred Ninty Only.

Terms and Conditions :-

Specification /	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	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 : 19/01/2023

Accepted the above Terms And Conditions

For ***Akshaya Traders***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP					
Site & Phase :	SHLLP	Date:	12.01.2023			
Unit No./Block No.		Time:	11:00:00			
Supplier:						
Material required before date:		Req. No.	170708			
		ID No.	83533			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD4934-Hardware-Bombay Nails ---50mm-Kgs	25	0	25		
2	HARD2155-Hardware-Bombay Nails ---62.50mm-Kgs	25	12	25		
3	CHEM6602-Chemical-Tile Adhesive - ??---20Kgs-Bags	30	13	30		
4	CHEM9489-Chemical-CC Bonding Agent----Ltrs	5	7	5		
5						
6						
7						
8						
9						
10						
Remarks:	For Stock Replenishing purpose					
	Engineer	Project Manager		Purchase	MD	
Prepared By:	M.Asha jyothi					
Approved By:	Minish					
Sign & Date:						

PO8 96246.

APPROVED BY
13 JAN 2023
SOHAM MODI
MANAGING DIRECTOR