PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/01/23	Prepared by	Ashajyothi	Serial no.	13813
Supplier name	SFS Hardware			HO inward no.	
Firm/Company	SSLLP	Project	SSLLP-GVDC	HO received date	
PO/WO date	31/12/22	PO/WO No.	95645	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	376	17/01/23	850/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	850/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116479	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:	850/-
Amount E – PO / WO value:	850/-
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:	Ashajyothi	APPROVED			
Sign:	Ashaj	28 JAN 2023			
Date	28/01/23	MINISH PARIKH MANAGER PROCUREMENT			
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.

GST INVOICE

SFS HARDWARE #30-26 3rd FLOOR PLOT NO 36 BURHANI HOUSING SOCIETY RTC COLONY TRIMULGHEERY HYDERABAD 500-015 Mobile : 9550505717 **Company's GSTIN: 36BJJPG3515K1Z6**	**Invoice No : 376** Delivery challan no : PO NO : **95645 - 170629** PO Date : 31-12-2022	**Dated: 17-01-2023** Dated :
Buyer: **M/s. SUMMIT SALES LLP.** 5-4-187/3 & 4, II FLOOR, SOHAM MANSION, MG ROAD SECUNDERABAD - 500003 **Buyer's GSTIN : 36ACQFS2044C1Z7**	**Despatched Through :** Despatched Date : State Code: **36**	**BY HAND / DRIVER** 17-01-23

S.No	Description of Goods	HSN	Quantity	Rate	GST %	Amount
1	MS PLAIN WASHER SIZE : 15.9 X 3 MM	7318	5.00 KGS	144.00	18.00%	720.00
	TRANSPORTATION CHARGES :					0.00
					TOTAL :	**720.00**
	Total Tax Amount: 129.60				**CGST @ 9 %**	64.80
					SGST @ 9 %	64.80
					Round off	0.40
					Grand Total	**850.00**

IN WARD
Inward No: 1901 Dt: 20/01/23
MRN No: 116472 Dt: 20/1/23
Received By: Sign:
Ranjan Nath
SSLLP-GVDC

SUMMIT SALES LLP
IN WARD
No: 104595
Date: 21/1/23
Sign: 2
R.B. DEPT.

Amount Chargeable (in words)

Rs: EIGHT HUNDRED AND FIFTY ONLY

Received By
S.K. RAJU
6281929265

Company's Bank Details

Current A/c No : 3719725147
Bank Name : CENTRAL BANK OF INDIA
IFSC Code : CBIN0283477
Branch : TRIMULGHEERY , HYD

Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

This is a computer generated Invoice / Subject to Secunderabad Juridiction.

For SFS HARDWARE

Authorised Signatory

Purchase Order

 31-12-2022 14:46:41

95645
27.12.22 3:29:43

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

Supplier Details			
SFS Hardware 30-26,III Floor,Plot no 36,Burhani Housing Society,RTC Colony,Tirumulgery,Secunderabad-15 **GSTIN** 36BJJPG3515K1Z6 9550505717	**Doc No**	95645	170629
	Doc Date	31-12-2022	
	Quote No	NIL	
	Quote Date	29-12-2022	
	SupplyType	Supply	

Kind Attn : Mr Khuzem

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	934300 - HARD-Hardware - MS Washer-- - 15.9IDx3mm - Kgs	5.00	144.00	0.00	18.00	849.60
	Total Order Value . . .					**849.60**

Rupees : Eight Hundred Fourty Nine and Paise Sixty Only.

Terms and Conditions :-

Specification /	All items shall be of ___ brand/company
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 2 days
Delivery Location	SSLLP-GVDC . Phone. .
Penality For Delay	5% penalty for delay in delivery beyond due date.
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	NIL
Other Terms	Payment will be made only after inspection of material.Above material for stock purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	Delivery at SSLLP-GVDC ,Contact person Mr.Praveen ,Mobile no:9989330044

For ***Summit Sales LLP***

Authorised Signatory

Name : 02/01/2023

Accepted the above Terms And Conditions

For ***SFS Hardware***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	SUMMIT SALES LLP					
Site & Phase:	SSLLP-GVDC	Date:	29-12-2022			
Unit No./Block No		Time:	13:00			
Supplier:						
Material required before date:	URGENT	Req. No:	170629			
		ID No:	82978			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD4748-Hardware-MS Washer---15.9IDx3mm-Kgs 9343. PO 0 95645	5		5		
2	TOOL3390-Tools-Mesurment Tapes-Steel-Freemans- 5m-Nos	1		1		
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	FOR STOCK PUROPSE					
	Engineer	Project Manager	Purchase			MD
Prepared By:	SHIVANI					
Approved By:	B.PRAVEEN					
Sign & Date:						

praveen 29/12/22

APPROVED
02 JAN 2023
MINISH PARIKH
MANAGER PROCUREMENT