PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	04/02/23	Prepared by	Kalpana	Serial no.	1414?
Supplier name	Akshaya Traders			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	24/01/23	PO/WO No.	96429	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	456	27/01/23	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.:	116807	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	13/02/23
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		06 FEB 2023			
Date		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.

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. **2022-23/456**
	Dated **27-Jan-2023**
	Delivery Note
	Mode/Terms of Payment
	Supplier's Ref.
	Other Reference(s)
Buyer **SUMMIT SALES LLP** 5-4-187/3&4,II ND Floor, MG Road,Secunderabad-50000 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **96429 170735**
	Dated **24-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	**HACKSAW BLADE DOUBLE**		**300.0 Nos**	10.00	Nos	**3,000.00**
2	**Spades with Handles**		**20.0 Nos**	125.00	Nos	**2,500.00**
						5,500.00
	Output CGST @ 9%			9	%	**495.00**
	Output SGST @ 9%			9	%	**495.00**
	Total		**320.0 Nos**			**₹ 6,490.00**

Amount Chargeable (in words)

INR Six Thousand Four Hundred Ninety Only

E. & O.E

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

INWARD
Inward No. 19342 Dt: 28/1/23
MRN No: 116867 Dt: 30/1/23
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 15226
Date: 4/2/23
Sign:

Purchase Order

 24-01-2023 16:59:31

96429
10.01.23 4:03:12

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
6-4-392/1, New Bholakpur, Secunderbad

GSTIN 36BFYPA0121A1Z3
9381004542 9959611144

Doc No	96429	170735
Doc Date	24-01-2023	
Quote No	Nil	
Quote Date	21-01-2023	
SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 641800 - HARD-Hardware - Hacksaw blade Double-- - - - Boxes	300.00	10.00	0.00	18.00	3,540.00
2 214600 - TOOL-Tools - Spade with handle-- - - - Nos	20.00	125.00	0.00	18.00	2,950.00
		Total Order Value . . .			**6,490.00**

Rupees : Six Thousand Four Hundred Ninty Only.

Terms and Conditions :-

Specification /	All items shall be of ___ brand/company
Payment Terms	After Delivery & Production of bill
Tax	GST 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 items not confirming to qlty & specs. Breakage in your account. Above order for stock Replenshing 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 invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

For *Summit Sales LLP*
Authorised Signatory

Name : 25/01/2023

Accepted the above Terms And Conditions
For *Akshaya Traders*

Name :

Date : __/__/____

Requisition Form

Company Name: SSLLP

Site & Phase : SHLLP

Unit No./Block No.

Supplier:

Material required before date:

Date: 21.01.2023

Time: 11:00:00

Req. No. 170735

ID No. 83689

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	TOOL9438-Tools-Spade with handle----Nos	20	30	20		
2	HARD7211-Hardware-Hacksaw blade Double----Boxes	300	189	300		
3	GENE9460-General Items-Safety Jackets-orange---Nos	300	182	300		
4	GENE1226-General Items-Helmets Labour Male----Nos	200	150	200		
5	GENE2419-General Items-Safety Shoe Male---No 8-Nos	20	35	20		
6	GENE8114-General Items-Safety Shoe Male---No 9-Nos	20	19	20		
7	GENE8114-General Items-Safety Shoe Male---No [illegible]-Nos 10 NOS	20	20	20		
8						
9						
10						

Akshaya 95485

PO:- 96429

~~PO:- 96429~~

global safety.

95619

PO:- 96431

Remarks: For Stock Replenising purpose

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

APPROVED BY

23 JAN 2023

SOHAM MODI

MANAGING DIRECTOR