PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	08/02/23	Prepared by	Ashajyothi	Serial no.	14343
Supplier name	Avighna distributors			HO inward no.	
Firm/Company	SCILP	Project	SHILP	HO received date	
PO/WO date	03/03/23	PO/WO No.	96786	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	171	03/02/2023	8,048/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	8,048/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 117122 — 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:	8,048/-
Amount E – PO / WO value:	8,048/-
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:	Ashajyothi	APPROVED			
Sign:	Ash	09 FEB 2023			
Date	08/02/23	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.

GSTIN : 36FSTPS6819H1ZS TAX INVOICE Mobile : 7075153859

AVIGHNA DISTRIBUTORS

House Keeping and Office Need Stationary Material.

B-80, JJ Nagar, Defence Colony, Neredmet, Hyderabad, Medchal-Malkajgiri, Telangana 500094

Name :	SUMMIT SALES LLP	Invoice No : 171
Address:	5-4-187/3&4, II nd floor, MG Road, Secunderabad - 500003	Date : 03-02-2023
GSTIN :	36ACQFS2044C1Z7	P0 No:- 96786
State:	Telangana state code: 36	Payments Terms :- 25 Days
		Delivery Adress :- Cherlapally

S. No.	Description of Goods	HSN Code	Qty	Rate	Taxable Amount 5%	12%	18%	Amount
1	Permanent Marker Black	9608	30 Nos	15			450	
2	Permanent Marker Red	9608	30 Nos	15			450	
3	Sheet Protector A4	3926	300 Nos	5.2			1560	
4	Fevistick	8323	30 Nos	18			540	
5	Kangaro Stapler No 10	9087	20 Nos	41			820	
6	PVC Door Mat (4x2 Size)	3499	4 Nos	750			3000	

INWARD
Inward No. 19371 Dt: 6/2/23
MRN No: 1/7122 Dt: 7/2/23
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 105408 Date: 8/2/23 Sign:

Rupees in words --------------------	Total Amount before Tax	6820
Eight Thousand Fourty Seven And	**Add : CGST**	613.8
Sixty Paisa Only /-	**Add : SGST**	613.8
	GRAND TOTAL	8047.6	**8047.6**

Bank Details : Kotak Mahindra Bank
Account No : 7945120725
Branch : General Bazar , Sec-Bad
IFSC Code : KKBK0007450

1.Goods once sold will not taken back or exchangd
2.Subject to Hyderabad.
Jurisdiction.E.&.O.E.

Cerified that the particulares given above are true and correct
For AVIGHNA DISTRIBUTORS
B. Chandra Mohan
Authorised Signature

AVIGHNA DISTRIBUTORS HYD.

NO RETURN
NO EXCHANGE

Purchase Order

 03-02-2023 16:41:45

96786
28.01.23 12:54:54

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

Supplier Details

Avighna Distributors

B 80, JJ Ngar, Defence colony, Neredmet, Hyderabad,
Mechal-Malkajgiri-500094

GSTIN 36FSTPS6819H1ZS

7075153859 7075153859

Doc No	96786	170782
Doc Date	03-03-2023	
Quote No	Nil	
Quote Date	31-01-2023	
SupplyType	Supply	

Kind Attn : Sai Mohan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 276700 - STAT-Stationary - Permanent Marker -- - Black - Nos *blue*	30.00	15.00	0.00	18.00	531.00
2 587600 - STAT-Stationary - Permanent Marker -- - Red - Nos *green*	30.00	15.00	0.00	18.00	531.00
3 301600 - STAT-Stationary - Project Folder-- - A3&A4 - Nos	300.00	5.20	0.00	18.00	1,840.80
4 832300 - STAT-Stationary - Fevistick-- - - - Nos	30.00	18.00	0.00	18.00	637.20
5 908700 - STAT-Stationary - Stapler-SMALL-- - - - Nos	20.00	41.00	0.00	18.00	967.60
6 349900 - CONS-Consumables - PVC Door Mat-- - 1200X600mm - Nos	4.00	750.00	0.00	18.00	3,540.00
			Total Order Value . . .		**8,047.60**

Rupees : Eight Thousand Fourty Seven and Paise Sixty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Nil
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming quality anf specifications.Above order for stock repleneshing purpose.
Completion Date	Nil

For ***Summit Sales LLP***

Authorised Signatory

Name : 04/02/2023

Accepted the above Terms And Conditions

For ***Avighna Distributors***

Name : ____________

Date : __/__/____

Purchase Order

 03-02-2023 16:41:45 Original / Office Copy / Purchase Div.Copy

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 delivery/DC can be sent by email.'

For ***Summit Sales LLP***

Authorised Signatory

Name : 04/02/2023

Accepted the above Terms And Conditions

For ***Avighna Distributors***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	31.01.2023
Site & Phase :	SHLLP	Time:	11:00:00
Unit No./Block No.			
Supplier:		Req. No.	170782
Material required before date:		ID No.	83987

S No		Item 1149		Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	96787	GENE6616-General Items-Recron----Nos		400	101	400		
2	96791	GENE1944-General Items-Teflon tapes----Nos		400	291	400		
3		STAT5222-Stationary-Permanent Marker ---Black-Nos	Blue	30	4	30		
4		STAT5375-Stationary-Permanent Marker --~~Red~~-Nos	Green	30	4	30		
5	93796	STAT8951-Stationary-Project Folder---A3&A4-Nos	PO NO:-	300	205	300		
6		STAT5693-Stationary-Fevistick----Nos	96786	30	0	30		
7		STAT8122-Stationary-Stapler SMALL----Nos		20	11	20		
8		PVC door mat		4		4		
9								
10								

Remarks: For Stock Replenishing purpose

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

APPROVED BY
01 FEB 2023
SOHAM MODI
MANAGING DIRECTOR