PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	08/02/23	Prepared by	Ashajyothi	Serial no.	14344
Supplier name	Avighna Distributors			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	03/02/23	PO/WO No.	96772	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	170	03/02/23	25,442/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	25,442/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 117124 — 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:	25,442/-
Amount E – PO / WO value:	25,442/-
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:	Ashaj	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 : 170
Address:	5-4-187/3&4, II nd floor, MG Road, Secunderabad - 500003	Date : 03-02-2023
GSTIN :	36ACQFS2044C1Z7	Po No:- 96772
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	Air Freshner	9616	48 Nos	40			1920	
2	Soft Brooms	9603	50 Nos	80				4000
3	Hard Brooms	9603	200 Nos	14				2800
4	Dettol Hand Wash	3401	48 Nos	77			3696	
5	Wiper	9603	10 Nos	78			780	
6	Phinyl (1Ltr)	9989	20 Nos	36			720	
7	Wheel Surf (500grms)	9748	30 Nos	31			930	
8	Vim Bar 3(00grms)	7673	24 Nos	25			600	
9	Lizol (500 ML)	3808	48 Nos	84			4032	
10	Colin (500 ML)	3923	40 Nos	78			3120	

INWARD
No. 19372 Dt: 6/2/23
No: Dt:
Received By: 11-7-124 Sign: 7/2/23
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 10540
Date: 8/2/23
Sign:

Rupees in words --------------------	Total Amount before Tax		15798	6800
Twenty Five Thousand Four Hundered	**Add : CGST**		1421.82	
Fourty One & Sixty Four Paisa Only /-	**Add : SGST**		1421.82	
	GRAND TOTAL		18641.64	**25,441.64**

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.

Certified 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 17:03:13

96772
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	96772	170779
Doc Date	03-02-2023	
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 722700 - CONS-Consumables - Air Freshner-- - - - Nos *odonil*	48.00	40.00	0.00	18.00	2,265.60
2 659600 - CONS-Consumables - Bombay Brooms Big -- - - - Nos	50.00	80.00	0.00	0.00	4,000.00
3 905700 - CONS-Consumables - Coconut Brooms-- - - - Nos	200.00	14.00	0.00	0.00	2,800.00
4 663900 - CONS-Consumables - Handwash liquid-- - - - Nos *dettol*	48.00	77.00	0.00	18.00	4,361.28
5 668900 - CONS-Consumables - Wiper-- - - - Nos	10.00	78.00	0.00	18.00	920.40
6 998900 - CONS-Consumables - Phinyl-- - 1 Ltr - Nos	20.00	36.00	0.00	18.00	849.60
7 974800 - CONS-Consumables - Detergent powder-- - 500gms - pkts	30.00	31.00	0.00	18.00	1,097.40
8 767300 - CONS-Consumables - Detergent --Vim - - - Nos	24.00	25.00	0.00	18.00	708.00
9 283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos *500ml*	48.00	84.00	0.00	18.00	4,757.76
10 670300 - CONS-Consumables - Colin 500 ml-- - - - Nos	40.00	78.00	0.00	18.00	3,681.60

Total Order Value . . . **25,441.64**

Rupees : Twenty Five Thousand Four Hundred Fourty One and Paise Sixty Four Only.

Terms and Conditions :-

Specification /	After Delivery & Production of bill
Payment Terms	Inclusive of all taxes
Tax	Next Day.
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil

Transport cost shall be borne by us.

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 17:03:13

Original / Office Copy / Purchase Div.Copy

Transportation	
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock replenishing 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 : 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.	170779
Material required before date:		ID No.	83986

S No	Item		Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS7495-Consumables-Air Freshner----Nos	odonil	48	0	48		
2	CONS6564-Consumables-Bombay Brooms Big ----Nos		50	25	50		
3	CONS9459-Consumables-Coconut Brooms----Nos		200	101	200		
4	CONS1624-Consumables-Handwash liquid----Nos	Dettol	48	39	48		
5	CONS7283-Consumables-Wiper----Nos	PO:- 96772	10	16	10		
6	CONS7608-Consumables-Phenyl---1 Ltr-Nos		20	18	20		
7	CONS3861-Consumables-Detergent powder---500gms-Pkts		30	35	30		
8	CONS9748-Consumables-Detergent --Vim --Nos		24	20	24		
9	CONS5033-Consumables-Floor cleaner --Lizol-1 lts-Nos	500ml	48	20	48		
10	CONS8873-Consumables-Colin 500 ml----Nos		40	2	40		

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