

PURCHASE DIVISION  
Advice for approval for credit to supplier

(B)

|                                    |  |                           |  |                  |  |
|------------------------------------|--|---------------------------|--|------------------|--|
| Date: 09/02/23                     |  | Prepared by: Asha Jayothi |  | Serial no. 14402 |  |
| Supplier name: Ganesh Tube traders |  |                           |  | HO inward no.    |  |
| Firm/Company: SCLP                 |  | Project: SHLP             |  | HO received date |  |
| PO/WO date: 21/01/23               |  | PO/WO No. 96366           |  | Scan ID.         |  |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached                                                   |
|--------|----------|-----------|-------------|---------------------------------------------------------------------|
| 1.     | 616      | 25/01/23  | 2,832 /-    | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 3.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 4.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |

|                                                                                                                                                                                                                                        |                               |                                                                                                                                                                 |                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| Amount A – Bills total (Excluding Transport & Hamali Charges):                                                                                                                                                                         |                               |                                                                                                                                                                 | 2,832 /-                                                            |
| Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report |                               |                                                                                                                                                                 |                                                                     |
| MRN nos.: 116729                                                                                                                                                                                                                       | Proof of delivery matches MRN |                                                                                                                                                                 | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Amount B – Other Credits : Transportation charges                                                                                                                                                                                      |                               |                                                                                                                                                                 | -                                                                   |
| Amount C – Other Debits :                                                                                                                                                                                                              |                               |                                                                                                                                                                 | -                                                                   |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:                                                                                                                                                                            |                               |                                                                                                                                                                 | 2,832 /-                                                            |
| Amount E – PO / WO value:                                                                                                                                                                                                              |                               |                                                                                                                                                                 | 2,832 /-                                                            |
| Amount F – Difference (A – E):                                                                                                                                                                                                         |                               |                                                                                                                                                                 | -                                                                   |
| Quantity received as per PO / WO                                                                                                                                                                                                       |                               | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received |                                                                     |
| Close PO / WO                                                                                                                                                                                                                          |                               | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other                                  |                                                                     |
| Payment – due date                                                                                                                                                                                                                     |                               | 13/02/23                                                                                                                                                        |                                                                     |
| Remarks: final bill                                                                                                                                                                                                                    |                               |                                                                                                                                                                 |                                                                     |

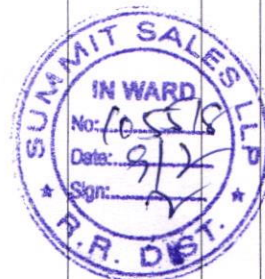
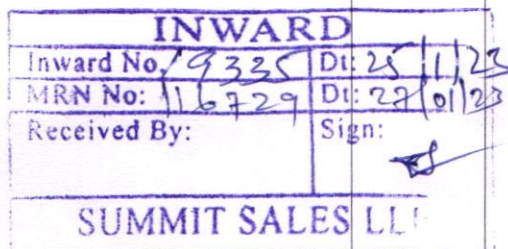
|                |                  |                  |     |            |                  |
|----------------|------------------|------------------|-----|------------|------------------|
| Approved by    | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
| Name:          | Asha Jayothi     |                  |     |            |                  |
| Sign:          |                  |                  |     |            |                  |
| Date           | 09/02/23         |                  |     |            |                  |
| Approval limit | Upto 20k         | Above 100k       |     | Upto 20k   | Above 20k        |

**APPROVED**  
13 FEB 2023  
MINISH PARIKH  
MANAGER PURCHASE

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.

|                                                                                                                                    |                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bill To :</b><br><b>SUMMIT SALES LLP</b><br>5-4-187/3&4, II FLOOR, MG ROAD, SECUNDRABAD<br><br>36ACQFS2044C1Z7<br>Telangana     | <b>Invoice No. : 616</b><br><br><b>Ref. No. : 96366</b><br><br><b>Invoice Date : 25-Jan-2023</b><br><br><b>Destination :</b><br><br><b>Vehicle No. :</b><br><br><b>E-way Bill No :</b><br><br><b>Despatch From :</b> |
| <b>Ship To :</b><br><b>SUMMIT SALES LLP</b><br>5-4-187/3&4, II ND FLOOR, MG ROAD, SECUNDERABAD<br><br>36ACQFS2044C1Z7<br>Telangana |                                                                                                                                                                                                                      |

| SI No. | Description of Goods | HSN/SAC | GST Rate | Quantity | Rate  | per | Disc. % | Amount   |
|--------|----------------------|---------|----------|----------|-------|-----|---------|----------|
| 1      | J PASTE              | 350699  | 18 %     | 30 NO    | 80.00 | NO  |         | 2,400.00 |
|        |                      |         |          |          |       |     |         | 216.00   |
|        |                      |         |          |          |       |     |         | 216.00   |


**Total: 2,832.00**
**Total Amount In Words: INR Two Thousand Eight Hundred Thirty Two Only**

| HSN/SAC      | Taxable Value   | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|--------------|-----------------|------------------|--------------------|----------------|------------------|------------------|
| 350699       | 2,400.00        | 9%               | 216.00             | 9%             | 216.00           | 432.00           |
| <b>Total</b> | <b>2,400.00</b> |                  | <b>216.00</b>      |                | <b>216.00</b>    | <b>432.00</b>    |

**Tax Amount (in words) : INR Four Hundred Thirty Two Only**
**Company's Bank Details**
**Bank Name : HDFC BANK**
**A/c No. : 50200014835551**
**Branch & IFS Code: PG ROAD, SEC-BAD & HDFC0000042**
**Declaration**

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

**For GANESH TUBE TRADERS**

**Authorised Signatory**

 5-2-270, PLOT NO. 29, HYDERBASTI,  
 RANIGUNJ, SECUNDERABAD-3  
 TELANGANA PIN 500003

Ph.: 04066568587 9246330441

Email : ganeshtubetraders@gmail.com

## Purchase Order

Page(s) 1 Of 1

21-01-2023 17:34:31



96366

10.01.23 4:03:12

ipy

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

### Supplier Details

Ganesh Tube Traders  
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.

**GSTIN** 36ADBPJ8881C1ZJ  
9246330441.

66568587/ 66384751

9949248666

|                   |            |        |
|-------------------|------------|--------|
| <b>Doc No</b>     | 96366      | 170721 |
| <b>Doc Date</b>   | 21-01-2023 |        |
| <b>Quote No</b>   | nil        |        |
| <b>Quote Date</b> | 19-01-2023 |        |
| <b>SupplyType</b> | Supply     |        |

**Kind Attn : Sandeep Jain**

Purchase Order for the Supply of following Items.

| Item Name                                                                     | Qty   | Rate  | Dis% | GST   | Amount          |
|-------------------------------------------------------------------------------|-------|-------|------|-------|-----------------|
| 1 515300 - CHEM-Chemical - Jantha Paste-Epoxy--Bharat Polymers - 400gms - Nos | 30.00 | 80.00 | 0.00 | 18.00 | 2,832.00        |
| <b>Total Order Value . . .</b>                                                |       |       |      |       | <b>2,832.00</b> |

Rupees : Two Thousand Eight Hundred Thirty Two 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** Next Day.

**Delivery Location** Summit Housing LLP  
Chertapally, Behind Kingston PG college, Hyderabad  
Phone. 9618244433, Hamendra

**Penalty 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. Final payment as per actual weighment.  
Above order for stock replenising 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

Accepted the above Terms And Conditions

For **Ganesh Tube Traders**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

Requisition Form

Company Name: SSLP

Site & Phase: SHLLP

Unit No./Block No.

Supplier:

Material required before date:

S No Item

Date: 19.01.2023  
Time: 11:00:00  
Req. No. 170721  
ID No. 83600

Qty required at site Qty available Order Qty Inward No Inward Date

|            |                                                                  |    |    |    |
|------------|------------------------------------------------------------------|----|----|----|
| PAINT-8548 | PAINT8548-Paints-Red Oxide Primer--Asian-1Ltr-Can                | 8  | 3  | 8  |
| 2 9331     | PAINT4986-Paints-Black Oxide--Asian-1Kg-Bags                     | 10 | 28 | 10 |
| 3 3520     | PAINT3520-Paints-Red Oxide--Asian-1Kg-Bags                       | 20 | 11 | 20 |
| 4 4259     | PAINT3462-Paints-White cement--JK-25Kgs-Bags                     | 5  | 1  | 5  |
| 5 5153     | CHEM9548-Chemical-Jantha Paste Epoxy--Bharat Polymers-400gms-Nos | 30 | 2  | 30 |

Remarks: For Stock Replenishing purpose

Engineer  
Prepared By: M.Asha Jyothi  
Approved By: Minish  
Sign & Date:

Project Manager

Purchase

MD

APPROVED BY  
19 JAN 2023  
SOHAM MODI  
MANAGING DIRECTOR