PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	11/02/23	Prepared by	Ashajyothi	Serial no.	**14514**
Supplier name	Sathyavarapu Hardwares			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	07/02/23	PO/WO No.	96885	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1446	09/02/23	92,866/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	92,866/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	117305	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:	92,866/-
Amount E – PO / WO value:	92,866/-
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	20/02/23
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ashajyothi	APPROVED MINISH PARIKH MANAGER PROCUREMENT			
Sign:	Ashajyothi	13 FEB 2023			
Date	11/02/23				
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:36BCBPS4784B1ZJ PAN: BCBPS4784B

Sathyavarapu Hardwares

Dealers in : Kitchen Accessories & Exclusive Hardware

2-3-576/2/2/A, Minister Road, Nallagutta, Secunderabad.

: 040-66610337 : 98853 16000, : sathyavarapu_ravi@yahoo.com

TAX INVOICE-CASH/CREDIT

☐ Original for Receipt
☐ Duplicate for Transporter
☐ Triplicate for Supplier

9/2/23

Invoice No. 1446 /22 - 23
Invoice Date : 09/02/2023.
State : Telangana State Code36

Transportation Mode: LR No:
Vehicle Number: No. of Cases:
P.O. Number : Place of Supply:

DETAILS OF CONSIGNEE: BILLED TO

NAME: Summit Sales LLP.
Address: [illegible]
GSTIN: 36ACQFS2044C1Z7.
State: Telangana. State Code: 36.

DETAILS OF RECEIVER: SHIPPED TO

NAME:
Address: PO No - 96885.
GSTIN:
State: State Code:

S. No.	HSN/SAC Code	Description of Goods	Qty.	UoM	Rate	Disc %	GST %	Taxable Amount (Rs.)
1	8301	Dorset cylindrical locks	60	nos	515/-		18	30900.00.
2		for entrance.						
3								
4	8302	Dorset 4" SS hinges	200	nos	214/-		18	42800.00
5		with screws.						
6								
7	8302	magnetic door stoppers	50	nos	100/-		18.	5000.00
8			(bits)					
9								
10								
11								
12								
13								
14								

SUMMIT SALES LLP
IN WARD
No: 10568
Date: 11/2
Sign:
92866/-

INWARD
Inward No. 1940 Dt: 10/2/23
GRN No: 117305 Dt: 11/2/23
Received By: Sign:
SUMMIT SALES LLP

HSN Code	Taxable Amount	GST%	CGST	SGST	IGST		
						Transport / If any	
						Total Amount before Tax	78700.00
						Add. CGST 9%	7083.00
						Add: SGST 9%	7083.00
						Add: IGST	
Amount in words: ninety two thousand eight hundred & sixty six only.						GRAND TOTAL	92866.00

We Bank with:
HDFC BANK,
Paradise Branch, Secunderabad
Current Account: **0042200029168**
RTGS/IFSC Code : **HDFC0000042**

* Goods once sold will not be taken back
Subject to Secunderabad Jurisdiction E&O.E.

Receiver's Signature with Stamp

For **Sathyavarapu Hardwares**

Authorised Signatory

Purchase Order

 07-02-2023 10:40:09

96885
28.01.23 12:54:55

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

Supplier Details			
Sathyavarapu Hardwares,	**Doc No**	96885	170803
#2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.	**Doc Date**	07-02-2023	
	Quote No	nil	
GSTIN 36BCBPS4784B1ZJ	**Quote Date**	03-02-2023	
65910337. 9885316000.	**SupplyType**	Supply	

Kind Attn : Mr. S. Ravi Kumar.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	547600 - HARD-Hardware - Cylinderacal Lock--Dorset - - - Nos	60.00	515.00	0.00	18.00	36,462.00
2	205800 - HARD-Hardware - SS Hinges-Per 1 piece-Dorset - - - Nos	200.00	214.00	0.00	18.00	50,504.00
3	647800 - HARD-Hardware - Magnetic door stopper-- - - - Nos	50.00	100.00	0.00	18.00	5,900.00
	Total Order Value . . .					**92,866.00**

Rupees : Ninty Two Thousand Eight Hundred Sixty Six Only.

Terms and Conditions :-

Specification /	Hardware is Dorset Brand
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all GST taxes
Delivery Date	with in 7 days.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Extra.
Warranty	Hardware mortise lock 5 yeras warranty, cylyndrical lock and henges 1 yr, manufacturing warranty.
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 delivery/DC can be sent by email.'

For MDs APPROVAL
- [x] High Value/quantity beyond limits.
- [ ] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarification.
- [ ] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
- 8 FEB 2023
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*
Authorised Signatory
07/02/2023
Name : ______

Name : ______

Accepted the above Terms And Conditions
For *Sathyavarapu Hardwares,*

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	03.02.2023				
Site & Phase :	SHLLP	Time:	11:00:00				
Unit No./Block No.							
Supplier:		Req. No.	170803				
Material required before date:		ID No.	84090				

PO0 96885

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD3459-Hardware-Cylinderacal Lock--Dorset--Nos	60	150	60		
2	HARD3480-Hardware-SS Hinges-Per 1 piece-Dorset--Nos	200	481	200		
3	HARD3806-Hardware-Door Stopper----Nos	50	160	50		
4						
5						
6						
7						
8						
9						
10						

Remarks: For Stock Replenishing purpose

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

APPROVED BY
04 FEB 2023
SOHAM MODI
MANAGING DIRECTOR