PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	20/02/23	Prepared by	Ashajyothi	Serial no.	14913
Supplier name	SR Furniture works			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	20/02/23	PO/WO No.	97307	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	040	14/02/23	62,835/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	62,835/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	117589	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:	62,835/-
Amount E – PO / WO value:	62,835/-
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	27/02/23
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ashajyothi				
Sign:	Ash				
Date	20/02/23				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
20 FEB 2023
MINISH PARIKH
MANAGER PROCUREMENT

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 : 36BFUPK2271R1ZJ

INVOICE

Ph: +91 8008984556

S R FURNITURE WORKS

ALL TYPES OF ENGINEERING WORKS

Plot No. 284, B.N. Reddy Nagar, Cherlapally, Hyderabad - 500 051.

To
M/s Summit Sales LLp
Cherlapally
Hyderabad

GST No. 36ACQFS2044C1Z7

Invoice No. : 040

Date :

P.O. No. : 97307

Date : 14/02/2023

Sl.No.	PARTICULARS	HSN CODE	QTY	RATE	AMOUNT
1.	Iron Grills powder coating Serial NO: 6375 Dated: 13/02/2023	7301	1095 kg	25/-	27,375/-
2.	Iron Grills powder coating Serial NO: 6425 Dated: 14/02/2023	7301	1035 kg	25/-	25,875/-

SUMMIT SALES LLP IN WARD No: 106057 Date 20/2/23 Sign R.R. DIST.

INWARD Serial No 19446 24/2/23 117589 SUMMIT SALES LLP

Rupees in Words Sixty two thousand eight hundred and thirty five only/-

Total Amount Before Tax	53,250/-
CGST 9%	4792.5/-
SGST 9%	4792.5/-
IGST %	—
Total Amount After Tax	62,835/-

Goods once sold will not be taken back

For S R FURNITURE WORKS

D.R.Swamy

Customer Signature

Signature

Purchase Order

 20-02-2023 16:15:47

97307
08.02.23 3:48:30

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

Supplier Details

S R Furniture Works
Plot no 284, B.N.Reddy Nagar, Cherlapally, Hyderabad-500051

GSTIN 36BFUPK2271R1ZJ
8008984556 8008984556

Doc No	97307	170884
Doc Date	20-02-2023	
Quote No	nil	
Quote Date	20-02-2023	
SupplyType	Supply	

Kind Attn : Venkatesh

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 623900 - STEL-Steel - MS Powder coated Grill-- - 750X600mm - Nos	1,095.00	25.00	0.00	18.00	32,302.50
2 623900 - STEL-Steel - MS Powder coated Grill-- - 750X600mm - Nos	1,035.00	25.00	0.00	18.00	30,532.50
			Total Order Value . . .		**62,835.00**

Rupees : Sixty Two Thousand Eight Hundred Thirty Five Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes 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 to reject items not conforming quality and specifications.Above order for Powder coating purpose.
Completion Date	NA
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 invoice 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 : 20/02/2023

Accepted the above Terms And Conditions
For *S R Furniture Works*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	20.02.2023
Site & Phase :	SHLLP	Time:	10:00
Supplier		Req.No.	170884
Material required before date:		ID No.	84452

No	Description	Size	Quantity	Units	Inward No	Date
1.	Iron Grills powder coating		1095	Kg's		
2.	Iron Grills powder coating		1035	Kg's		

Remarks: For Powder coating purpose .

Prepared By	M.Asha jyothi	Approved by	
Sign.& Date	20.02.2023	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

Po : 97307

APPROVED
20 FEB 2023
MINISH PARIKH
MANAGER PROCUREMENT