PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	22/02/23	Prepared by	Minish	Serial no.	**15028**
Supplier name	Ganesh tube traders			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	17/02/23	PO/WO No.	97244	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	673	17/02/23	28,320 /-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	28,320 /-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	117595	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:	28,320 /-
Amount E – PO / WO value:	28,320 /-
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:		APPROVED			
Sign:					
Date		22 FEB 2023			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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.

TAX INVOICE

GANESH TUBE TRADERS

GSTIN: 36ADBPJ8881C1ZJ

Authorised Distributor:

Clair

Bill To : **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Invoice No.	:	**673**
	Ref. No.	:	**97244**
	Invoice Date	:	**17-Feb-2023**
Ship To : **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Destination	:	
	Vehicle No.	:	
	E-way Bill No	:	
	Despatch From	:	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**ARALDITE 500GMS**	350699	18 %	**40 NO**	600.00	NO		**24,000.00**
	CGST							**2,160.00**
	SGST							**2,160.00**
				Total:				**28,320.00**

SUMMIT SALES LLP
IN WARD
No. 106098
Date 21/2/23
Sign
R.R. DIST.

INWARD
Inward No. 19936 Dt: 17/2/23
MRN No: 17595 Dt: 20/2/23
Received By: Sign:
SUMMIT SALES LLP

Total Amount In Words: **INR Twenty Eight Thousand Three Hundred Twenty Only**

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
350699	24,000.00	9%	2,160.00	9%	2,160.00	4,320.00
Total	**24,000.00**		**2,160.00**		**2,160.00**	**4,320.00**

Tax Amount (in words) : **INR Four Thousand Three Hundred Twenty Only**

Company's Bank Details
Bank Name : **HDFC BANK**
A/c No. : **50200014835551**
Branch & IFS Code: **PG ROAD,SEC-BAD & HDFC0000042**

For GANESH TUBE TRADERS

GANESH TUBE TRADERS SEC-BAD

Authorised Signatory

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

5-2-270, PLOT NO. 29, HYDERBASTI,
RANIGUNJ , SECUNDERABAD-3
TELANGANA PIN 500003
Ph.: 04066568587 9246330441
Email : ganeshtubetraders@gmail.com

Purchase Order

    17-02-2023 11:18:14

97244
08.02.23 3:15:08

From 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		**Doc No**	97244	170864
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.		**Doc Date**	17-02-2023	
		Quote No	nil	
GSTIN 36ADBPJ8881C1ZJ	66568587/ 66384751	**Quote Date**	14-02-2023	
9246330441.	9949248666	**SupplyType**	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	474600 - CHEM-Chemical - Araldite-- - 450gms - Nos	40.00	600.00	0.00	18.00	28,320.00
					Total Order Value . . .	**28,320.00**

Rupees : Twenty Eight Thousand Three Hundred Twenty 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 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 to quality and specifications. Final payment as per actual weighment. Above order for Stock repleneshing 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 : 17/02/2023

Accepted the above Terms And Conditions

For ***Ganesh Tube Traders***

Name : ____________

Date : __/__/____

Requisition Form

Company Name: SSLLP

Site & Phase : SHLLP

Unit No./Block No.

Supplier:

Material required before date:

Date: 14.02.2023

Time: 11:00:00

Req. No. 170864

ID No. 84399

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD6418-Hardware-Green hose pipe---20mm-Mtrs	600	300	600		
2	CHEM2311-Chemical-Araldite---450gms-Nos	40	35	40		
3						
4						
5						
6						
7						
8						
9						
10						

PO 097243.

PO 097244

Remarks: For Stock Replenishing purpose

Engineer

Prepared By: M.Asha jyothi

Approved By: Minish

Sign & Date:

Project Manager

Purchase

MD

APPROVED BY
16 FEB 2023
SOHAM MODI
MANAGING DIRECTOR