

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 28/02/23		Prepared by: Asha Jyothi		Serial no. 15207	
Supplier name: Praful Sanitary				HO inward no.	
Firm/Company: SSLIP		Project: SHLLP		HO received date	
PO/WO date: 20/02/23		PO/WO No. 97802		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22-23/12/2	25/02/23	51,257 /	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 51,257 /

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.: 117847	Proof of delivery matches MRN ☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 51,257 /

Amount E – PO / WO value: 51,257 /

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: 06/03/23

Remarks: final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	APPROVED 28 FEB 2023 MINISH PARIKH MANAGER PROCUREMENT				
Sign:					
Date: 28/02/23					
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 weightment 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.

(ORIGINAL FOR RECIPIENT)

INWARD	
Inward No: 19470	Dr: 25/2/23
MRN No: 117847	Dr: 27/2/23
Received By:	Sign: 
SUMMIT SALES LLP	

Purchase Order

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20-02-2023 14:47:29



97302

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

Praful Sanitary
3-6-138/5, Himayat Nagar, Hyderabad.

Doc No 97302 170860
Doc Date 20-02-2023
Quote No Nil
Quote Date 14-02-2023
SupplyType Supply

GSTIN 36ACWPG864A1ZG 40077300
65526886. 9849624797

Kind Attn : **Mr. Ashish Gupta**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 930300 - PLCP-Plumbing - CP Bottle Trap-- - - Nos	30.00	1,176.00	35.00	18.00	27,059.76
2 792000 - PLCP-Plumbing - CP Extension Nipple-- - 12X25mm - Nos	120.00	72.00	30.00	18.00	7,136.64
3 665200 - PLUM-Plumbing - GI Ball Valve-- - 12mm - Nos 15mm	30.00	483.00	35.00	18.00	11,113.83
4 757900 - PLUM-Plumbing - PVC Connection-- - 600mm - Nos	60.00	120.00	30.00	18.00	5,947.20

Total Order Value . . . 51,257.43

Rupees : Fifty One Thousand Two Hundred Fifty Seven and Paise Fourty Three Only.

Terms and Conditions :-

Specification / All items shall be of HB brand/company

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

Delivery Date Next Day.

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

Penalty For Delay Nil

Transportation Transport cost shall be borne by us.

Warranty 1 Year

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 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 MDs APPROVAL
☒ High Value/quantity beyond limits.
☐ Po/Req. processed-post approval.
☐ Approval for technical details/clarification.
☐ Replenishing SLLP stock
☐ Other

APPROVED BY
21 FEB 2023
SOHAM MODI
MANAGING DIRECTOR

For **Summit Sales LLP**

Authorised Signatory

Name :

20/02/2023

Name :

Accepted the above Terms And Conditions

For **Praful Sanitary**

Date : _/_/

Requisition Form

Company Name: SLLP

Site & Phase : SHLLP

Unit No./Block No.

Supplier:

Material required before date:

S No Item

Po#- 97302

- 1 ~~Q303~~ PLCP9522-Plumbing-CP Bottle Trap---Nos 1176-2761
- 2 ~~T920~~ PLCP9117-Plumbing-CP Extension Nipple---12X25mm-Nos 1-61
- 3 ~~6652~~ PLUM7319-Plumbing-GI Ball Valve---12mm-Nos 122-571
- 4 ~~7579~~ PLUM9961-Plumbing-PVC Connection---600mm-Nos 124-501
- 5
- 6
- 7
- 8
- 9
- 10

Remarks: For Stock Replenishing purpose

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

Date: 14.02.2023

Time: 11:00:00

Req. No. 170860

ID No. 84395

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

- | | | |
|-------|----|-----|
| 30 ✓ | 62 | 30 |
| 120 ✓ | 0 | 120 |
| 30 ✓ | 10 | 30 |
| 60 ✓ | 37 | 60 |

Project Manager

Purchase

MD

APPROVED BY

16 FEB 2023

SOHAM MODI
MANAGING DIRECTOR