PURCHASE DIVISION
Advice for approval for credit to supplier

15570

Date:	08/03/23	Prepared by	Minish	Serial no.	
Supplier name	Avighna Distributors			HO inward no.	
Firm/Company	SSUP	Project	SHUP	HO received date	
PO/WO date	01/03/23	PO/WO No.	97670	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	182	01/03/23	19,324/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	19,324/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	118093	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:	19,324/-
Amount E – PO / WO value:	19,324/-
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	13/03/23
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		09 MAR 2023			
Date		MINISH PARIKH MANAGER PROCUREMENT			
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 : 36FSTPS6819H1ZS TAX INVOICE Mobile : 7075153859

AVIGHNA DISTRIBUTORS

House Keeping and Office Need Stationary Material.

B-80, JJ Nagar, Defence Colony, Neredmet, Hyderabad, Medchal-Malkajgiri, Telangana 500094

Name :	SUMMIT SALES LLP	Invoice No : 182
Address:	5-4-187/3&4, II nd floor, MG Road, Secunderabad - 500003	Date : 01-03-2023
GSTIN :	36ACQFS2044C1Z7	PO No:- 97670
State:	Telangana state code: 36	Payments Terms :- 25 Days
		Delivery Adress :- Cherlapally

S. No.	Description of Goods	HSN Code	Qty	Rate	Taxable Amount 5%	12%	18%	Amount
1	Harpic (500ML)	6394	20 Nos	82			1640	
2	Mopping Stick	1956	30 Nos	100			3000	
3	Phinyl	9989	20 Nos	36			720	
4	Wheel Surf (500grms)	9748	30 Nos	31			930	
5	Lizol (500ML)	2830	24 Nos	84			2016	
6	Colin (500 ML)	6703	20 Nos	78			1560	
7	Door Mats	4941	20 Nos	48			960	
8	Water Can (20 Ltrs)	2454	20 Nos	170			3400	
9	Vim Bar	7673	48 Nos	25			1200	
10	Sky Brooms	6196	10 Nos	95			950	

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 106770
Date: 7/3/23
Sign:

INWARD
Inward No. 19499 Dt: 3/3/23
MRN No: 118093 Dt: 4/3/23
Received By: Sign:
SUMMIT SALES LLP

Rupees in words --------------------	Total Amount before Tax	16376	
Ninteen Thousand Three Hundered	Add : CGST	1473.84	
Twenty Three And Sixty Eight Paisa /-	Add : SGST	1473.84	
	GRAND TOTAL	19323.68	**19323.68**

Bank Details : Kotak Mahindra Bank
Account No : 7945120725
Branch : General Bazar , Sec-Bad
IFSC Code : KKBK0007450

1.Goods once sold will not taken back or exchangd
2.Subject to Hyderabad. Jurisdiction.E.&.O.E.

Cerified that the particulares given above are true and correct

For AVIGHNA DISTRIBUTORS

B. Chandra Mohan

Authorised Signature

AVIGHNA DISTRIBUTORS HYD.

NO RETURN
NO EXCHANGE

 01-03-2023 17:34:13

Purchase Order

97670
16.02.23 5:15:18

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

Supplier Details

Avighna Distributors
B 80, JJ Ngar, Defence colony, Neredmet, Hyderabad, Mechal-Malkajgiri-500094

GSTIN 36FSTPS6819H1ZS
7075153859 7075153859

Doc No	97670	170916
Doc Date	01-03-2023	
Quote No	Nil	
Quote Date	25-02-2023	
SupplyType	Supply	

Kind Attn : Sai Mohan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	639400 - CONS-Consumables - Toilet cleaner--Harpic - 500ml - Nos	20.00	82.00	0.00	18.00	1,935.20
2	105600 - CONS-Consumables - Mopping stick holder-- - - - Nos	30.00	100.00	0.00	18.00	3,540.00
3	998900 - CONS-Consumables - Phinyl-- - 1 Ltr - Nos	20.00	36.00	0.00	18.00	849.60
4	974800 - CONS-Consumables - Detergent powder-- - 500gms - pkts	30.00	31.00	0.00	18.00	1,097.40
5	283000 - CONS-Consumables - Floor cleaner --Lizol - 1-lts - Nos *500ml*	24.00	84.00	0.00	18.00	2,378.88
6	670300 - CONS-Consumables - Colin 500 ml-- - - - Nos	20.00	78.00	0.00	18.00	1,840.80
7	494100 - CONS-Consumables - Door Mats -- - - - Nos *cloth*	20.00	48.00	0.00	18.00	1,132.80
8	245400 - CONS-Consumables - Water can-- - 20 Ltrs - Nos	20.00	170.00	0.00	18.00	4,012.00
9	767300 - CONS-Consumables - Detergent --Vim - - - Nos	48.00	25.00	0.00	18.00	1,416.00
10	619600 - CONS-Consumables - Cobweb broom stick-- - - - Nos	10.00	95.00	0.00	18.00	1,121.00

Total Order Value . . . 19,323.68

Rupees : Ninteen Thousand Three Hundred Twenty Three and Paise Sixty Eight Only.

Terms and Conditions :-

Specification /	After Delivery & Production of bill
Payment Terms	Inclusive of all taxes
Tax	Next Day.
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad

For ***Summit Sales LLP***
Authorised Signatory

Name : 02/03/2023

Accepted the above Terms And Conditions
For ***Avighna Distributors***

Name : ______________

Date : __/__/____

Purchase Order

 01-03-2023 17:34:13 Original / Office Copy / Purchase Div.Copy

	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. 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 deli vary /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name : 02/03/2023

Name : ______________________

Accepted the above Terms And Conditions

For ***Avighna Distributors***

Date : __/__/____

Requisition Form

Company Name: SSLLP

Site & Phase : SHLLP

Unit No./Block No.

Supplier:

Material required before date:

Date: 25.02.2023

Time: 11:00:00

Req. No. 170916

ID No. 84724

Po :- 91670

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS1509-Consumables-Toilet cleaner--Harpic-500ml-Nos	20	35	20		
2	CONS9989-Consumables-Mopping stick holder----Nos	30	0	30		
3	CONS7608-Consumables-Phenyl---1 Ltr-Nos	20	11	20		
4	CONS3861-Consumables-Detergent powder---500gms-Pkts	30	30	30		
5	CONS9748-Consumables-Detergent --Vim --Nos	48	0	48		
6	CONS5033-Consumables-Floor cleaner --Lizol-1 lts-Nos	24	22	24		
7	CONS8873-Consumables-Colin 500 ml----Nos	20	15	20		
8	CONS9057-Consumables-Cobweb broom stick----Nos 95	10	1	10		
9	CONS1763-Consumables-Door Mats ----Nos	20	12	20		
10	CONS6689-Consumables-Water Bottles---1 Ltr-Nos	30	30	30		

Remarks: For Stock Replenishing purpose

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

APPROVED BY
27 FEB 2023
SOHAM MODI
MANAGING DIRECTOR