PURCHASE DIVISION
Advice for approval for credit to supplier

F

Date:	11/3/23	Prepared by		Deepa		Serial no.		15719
Supplier name	Sfs Hardware					HO inward no.		
Firm/Company	SSHLP	Project		SHLP		HO received date		
PO/WO date	21/2/23	PO/WO No.		97369		Scan ID.		
Sl no.	Bill no.		Bill date		Bill amount		Original attached	
1.	445		3/3/23		2,921/-		☑ Yes □ No	
2.							□ Yes □ No	
3.							□ Yes □ No	
4.							□ Yes □ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):							2,921/-	
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report								
MRN nos.:	118281				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:							2,921/-	
Amount E – PO / WO value:							2,921/-	
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			20/3/23					
Remarks:			final bill					

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	11/3/23				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
11 MAR 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.

GST INVOICE

SFS HARDWARE #30-26 3rd FLOOR PLOT NO 36 BURHANI HOUSING SOCIETY RTC COLONY TRIMULGHEERY HYDERABAD 500-015 Mobile : 9550505717 **Company's GSTIN: 36BJJPG3515K1Z6**	**Invoice No : 445** Delivery challan no : PO NO : **97369 - 170893** PO Date : 21-02-23	**Dated: 03-03-2023** Dated :
Buyer: **M/s. SUMMIT SALES LLP.** 5-4-187/3 & 4, II FLOOR, SOHAM MANSION, MG ROAD SECUNDERABAD - 500003 **Buyer's GSTIN : 36ACQFS2044C1Z7**	**Despatched Through :** Despatched Date : State Code: **36**	**BY HAND / DRIVER** 21-02-23

S.No	Description of Goods	HSN	Quantity	Rate	GST %	Amount
1	CARRIAGE BOLTS SIZE : 4" X 6 MM	7318	300.00 NOS	6.50	18.00%	1,950.00
2	CARRIAGE BOLTS SIZE : 3" X 6 MM	7318	100.00 NOS	5.25	18.00%	525.00
	TRANSPORTATION CHARGES :					0.00
					TOTAL :	**2,475.00**

IN WARD
Inward No 10782 Dt 9/3/23
MRN No: 118281 Dt 11/3/23
Received By: Sign:
SSLLP-SOV

SUMMIT SALES LLP
IN WARD
No: 106887
Date: 11/3/23
Sign:
R.R. DIST.

Total Tax Amount:	445.50	**CGST @ 9 %**	222.75
		SGST @ 9 %	222.75
		Round off	0.50
		Grand Total	**2,921.00**

Amount Chargeable (in words)

Rs: TWO THOUSAND NINE HUNDRED AND TWENTY ONE ONLY

Company's Bank Details

Current A/c No : 3719725147
Bank Name : CENTRAL BANK OF INDIA
IFSC Code : CBIN0283477
Branch : TRIMULGHEERY , HYD

Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.
This is a computer generated Invoice / Subject to Secunderabad Juridiction.

For SFS HARDWARE

SFS HARDWARE

Authorised Signatory

Purchase Order

 21-02-2023 14:48:27

97369
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			
SFS Hardware	Doc No	97369	170893
30-26,III Floor,Plot no 36,Burhani Housing Society,RTC Colony,Tirumulgery,Secunderabad-15	Doc Date	21-02-2023	
	Quote No	NIL	
GSTIN 36BJJPG3515K1Z6	Quote Date	21-02-2023	
9550505717	SupplyType	Supply	

Kind Attn : Mr Khuzem

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2264 - Carpentry - hardware - Nut bolts - Others - nos *Carriage bolts-4"X6mm*	300.00	6.50	0.00	18.00	2,301.00
2	2264 - Carpentry - hardware - Nut bolts - Others - nos *Carriage bolts-3"X6mm*	100.00	5.25	0.00	18.00	619.50
	Total Order Value . . .					**2,920.50**

Rupees : Two Thousand Nine Hundred Twenty and Paise Fifty 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	Payment will be made only after inspection of material.Above material for Garden bench purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Summit Sales LLP***

Authorised Signatory

11/03/2023

Name : ____________

Accepted the above Terms And Conditions

For ***SFS Hardware***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	21.02.2023
Site & Phase :	SHLLP	Time:	10:00
Supplier		Req.No.	170893
Material required before date:		ID No.	84499

PO8 97369

No	Description	Size	Quantity	Units	Inward No	Date
1.	Carriage bolts	4"x6mm	300	No's		
2.	Carriage bolts	3"x6mm	100	No's		

Remarks: For Garden bench purpose .

Prepared By	M.Asha jyothi	Approved by	
Sign.& Date	21.02.2023	Sign. & Date	

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

APPROVED
20 FEB 2023
P. VENKATESHWARLU
MANAGER PURCHASE