PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/03/2023	Prepared by	Vanajakshi	Serial no.	
Supplier name	Santhosh Tarpaulin			HO inward no.	15732
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	4/03/2023	PO/WO No.	20230304014	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	317	8/03/2023	10,030/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	10,030/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	20230309001	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:	10,030/-
Amount E – PO / WO value:	10,030/-
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	20/03/2023
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	Vanaja				
Date	11/03/2023				
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.

TAX-INVOICE

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
To SUMMIT SALES LLP 5-4-187/3&3 IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36ACQFS2044C1Z7**	Invoice No: **317** Invoice Date: 08/03/2023 P.O.No.20230304014 P.O.Date: 04.03.2023

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	COVER BLOCS ALL IN ONE . RCC 200 nos X 50 bags	6810	10000 NOS	@ 0.85/-	**8,500.00**

INWARD
Inward No. 19515 Dt: 8/3/23
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

Rupees in words		
TEN THOUSAND THIRTY ONLY	**Total ::**	**8,500.00**
	CGST @ 9 %	**765.00**
	SGST @ 9 %	**765.00**
	IGST 18% ::	
	Grand Total ::	**10,030.00**

MRN. - 20230309001

Receiver Signature & Seal

SUMMIT SALES LLP
IN WARD
No: 106907
Date: 11/3/23
Sign:

For SANTHOSH TARPAULIN

SANTHOSH TARPAULIN ALWAL

Authorized Signatory

Purchase Order

Original

From Company:	Summit Sales LLP 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36ACQFS2044C1Z7	Delivery Location: SSLLP Stores @ VSC " ,

Supplier Details				
Santosh Tarpaulin 2-9-39/7/3, ForzengudaSuryanagar, Old AlwalMedchal Malkagiri Hyderabad,TG,500010 GSTIN:36ATWPA1307P1ZC A Santosh Kumar,9642662732 santoshtarpaulin@gmail.com	PO No	20230304014	Quote No	NIL
	PO Date	04 Mar 2023	Quote Date	07 Mar 2023
	Supply Type	Purchase Order		

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	BUIL6364-Building Material-Spacers CC-All in one-Misc-Nos.	10,000.00	0.85	0%	8,500	0%	9%	9%	0	765	765	10,030
								Total Amount ...	0	765	765	10,030
Rupees in words : Ten Thousands Thirty Only.												

Terms and Conditions:-

Additional Specifications	Nill.
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within 1 or 2 days of PO
Delivery Location :	As given above.
Transport:	By Vendor or Purchaser
Advance Paid :	Nil.
Payment Terms :	After delivery and on submission of bills.
Bill submission:	Proof of delivery & original invoice must be delivered to Second floor, Soham Mansion, M.G. Road, Secunderabad- 03.Do not send to site.

07/03/23 09:58:09 AM

Original

Other Terms:	Nill.
Measurement/quantity:	Payment shall be made on quantity delivered at site.

For Summit Sales LLP	Accepted the above Terms And Conditions For
Authorised Signatory	
Name :-	
Sign:-	
Date :-	Date :-

APPROVED
07 MAR 2023
MINISH PARIKH
MANAGER PROCUREMENT

Requisition Form

Company Name	Summit Sales LLP	Date	04 Mar 2023
Site Or Phase	SSLLP Stores @ VSC	Time	02:45:43
Flat/Villa/Other	Site use	Req.No.	170960
Material required before date		ID No	20230304023

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	BUIL6364-Building Material-Spacers CC-All in one-Misc-Nos.	10,000.00	0	10,000.00	80.00		

Remarks: For stock replenishing purpose

Prepared By :- Ashajyothi

Sign:-

Date :- 04 Mar 2023

Approved By:-

Sign:-

Date:-

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

APPROVED BY
06 MAR 2023
SOHAM MODI
MANAGING DIRECTOR