PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	14/03/23	Prepared by	Asha Jyothi	Serial no.	15792
Supplier name	Kothari Fire Safety Equipment			HO inward no.	
Firm/Company	SSLLP	Project	SSLLP-GVDC	HO received date	
PO/WO date	25/02/23	PO/WO No.	97570	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	HO/1606	03/03/23	6,018/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	6,018/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	118321	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:	6,018/-
Amount E – PO / WO value:	1,02,778/-
Amount F – Difference (A – E):	96,760/-
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	20/03/23
Remarks:	100% advance paid. – Part Material recieved. 1,02,778/- paid.

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:					
Sign:					
Date					
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

KOTHARI FIRE SAFETY EQUIPMENT Shop No 8,D No 5/5/64 SA Trade Centre Ranigunj Secundrabad-500003 Phone No.040-66335959 / 66335969 GSTIN/UIN: 36ATDPK0172B1Z9 State Name : Telangana, Code : 36 E-Mail : accounts@kotharifire.com	Invoice No. **HO/1606**	Dated **3-Mar-23**
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date.	Other References
	Buyer's Order No. **97570**	Dated **25-Feb-23**
Consignee (Ship to) **Summit Sales LLP** GVDC Turkapally Hyderabad---500078 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Dispatch Doc No.	Delivery Note Date
	Dispatched through **Self**	Destination **Turkapally**
	Terms of Delivery	
Buyer (Bill to) **Summit Sales LLP** 5-4-187/3&4, IInd Floor,MG Road,Secunderabad GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36		

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**K ABC 6 Kg**	84241000	**3 nos**	1,700.00	nos		**5,100.00**
	CGST						**459.00**
	SGST						**459.00**
	Total		**3 nos**				**₹ 6,018.00**

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 106999
Date: 14/2/23
Sign:

INWARD
Inward No: 1971 Dt: 6/3/23
MRN No: Dt:
Received By: MSK Sign: MSK

INWARD
Inward No: 1971 Dt: 6/3/23
MRN No: 18321 Dt: 14/3/23
Received By: MSK Sign: MSK
S S LLP-GVDC

Amount Chargeable (in words) *E. & O.E*

INR Six Thousand Eighteen Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
84241000	5,100.00	9%	459.00	9%	459.00	918.00
Total	**5,100.00**		**459.00**		**459.00**	**918.00**

Tax Amount (in words) : **INR Nine Hundred Eighteen Only**

Declaration
There will be charge 2% Penal Intrest after due days for every Month.

for KOTHARI FIRE SAFETY EQUIPMENT

KOTHARI FIRE SAFETY EQUIPMENTS SECUNDERABAD

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 27-02-2023 17:20:36

Original / Office Copy / Purchase Div.Copy

email PO mins 28/2

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

Supplier Details

Kothari Fire Safety Equipments
S.No. 11, 2nd Floor, S.A.Trade Complex, Above Bombay Hotel, Ranigunj X Road, Secunderabd-500 003.

GSTIN 36ATDPK0172B1Z9

66335959/66335969 9966050000/9290806798

Doc No	97570	170891
Doc Date	25-02-2023	
Quote No	KFSE/45/2022	
Quote Date	24-02-2023	
SupplyType	Supply	

Kind Attn : Mr. Prabhu Kothari.

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	280300 - MISC-Miscellaneous - Dry type Fire extinguisher-- - 5Kgs - Nos	5.00	1,700.00	0.00	18.00	10,030.00
2	953200 - MISC-Miscellaneous - Wet type Fire extinguisher-- - Misc - Nos	5.00	11,000.00	0.00	18.00	64,900.00
3	377900 - MISC-Miscellaneous - Fire extinguisher-CO2- - 9Kgs - Nos	4.00	4,200.00	0.00	18.00	19,824.00
4	255400 - MISC-Miscellaneous - Fire Extinguished-DCP ABC- - 6Kgs - Nos	4.00	1,700.00	0.00	18.00	8,024.00
					Total Order Value . . .	**102,778.00**

Rupees : One Lakh(s) Two Thousand Seven Hundred Seventy Eight Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation KFSE/45/2022 dtd: 24-02-23.
Payment Terms	Within 7 days of delivery.
Tax	All taxes included in above price.
Delivery Date	Within 1-2weeks from the date of PO.
Delivery Location	SSLLP-GVDC
	Phone:
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	1 year warranty.
Advance Paid	Rs: 1,02,778 by Cheque/RTGS. Cheque no:________ dated________.
Other Terms	We reserve the right to reject items not conforming to quality and specifications.
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 Head Office. Proof of delivery/DC can be sent by email.

PART DELIVERY DETAILS

S.no.	Bill No.	Bill Dt.	Amount
1.	1606	03/03/23	6,018/-
2.			
3.			
4.			
5.			

APPROVED BY
27 FEB 2023
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*

Authorised Signatory

Accepted the above Terms And Conditions

For *Kothari Fire Safety Equipments*

Date : __/__/____

Name : ____________________

Purchase Order

 27-02-2023 17:20:36

97570
16.02.23 5:15:17

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

Supplier Details

Kothari Fire Safety Equipments		**Doc No**	97570 170891
S.No. 11, 2nd Floor, S.A.Trade Complex, Above Bombay Hotel, Ranigunj X Road, Secunderabd-500 003.		**Doc Date**	25-02-2023
		Quote No	KFSE/45/2022
GSTIN 36ATDPK0172B1Z9		**Quote Date**	24-02-2023
66335959/66335969	9966050000/9290806798	**SupplyType**	Supply

Kind Attn : Mr. Prabhu Kothari.

Purchase Order for the Supply of following Items.

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2 953200 - MISC-Miscellaneous - Wet type Fire extinguisher-- - Misc - Nos	5.00	11,000.00	0.00	18.00	64,900.00
3 377900 - MISC-Miscellaneous - Fire extinguisher-CO2- - 9Kgs - Nos	4.00	4,200.00	0.00	18.00	19,824.00
4 255400 - MISC-Miscellaneous - Fire Extinguished-DCP ABC- - 6Kgs - Nos	4.00	1,700.00	0.00	18.00	8,024.00
			Total Order Value . . .		**102,778.00**

Rupees : One Lakh(s) Two Thousand Seven Hundred Seventy Eight Only.

Terms and Conditions :-

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Tax	All taxes included in above price.
Delivery Date	Within 1-2weeks from the date of PO.
Delivery Location	SSLLP-GVDC Phone.
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	1 year warranty.
Advance Paid	Rs. 1,02,778 by Cheque/RTGS. Cheque no:_______,dated_______.
Other Terms	We reserve the right to reject items not conforming to quality and specifications.
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 Head Office. Proof of delivery/DC can be sent by email.

APPROVED BY
27 FEB 2023
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*
Authorised Signatory

Accepted the above Terms And Conditions
For *Kothari Fire Safety Equipments*

Name : ______________ Date : __/__/____

Requisition Form						
Company Name	SUMMIT SALES LLP	Date	21-02-2023			
Site & Phase	SSLLP-GVDC	Time	17:00			
Unit No Block No.						
Supplier		Req. No	170891			
Material required before date	URGENT	ID No	84514			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	MISC2803-Miscellaneous-Dry type Fire extinguisher---5Kgs-Nos 6kg	5	0	5		
2	MISC9532-Miscellaneous-Wet type Fire extinguisher---Misc-Nos — chemical	5	0	5		
3	MISC3779-Miscellaneous-Fire extinguisher-CO2--[illegible]Kgs-Nos 4.5 Kg	4	0	4		
4	MISC5145-Miscellaneous-Fire Extinguished-DCP ABC--6Kgs-Nos 6kg	4	0	4		
5						
6						
7						
8						
9						
10						
Remarks	FOR MEP WORKS.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	N.SAI SHIVANI					
Approved By:	B PRAVEEN					
Sign & Date:	21/02/23	20-02-2023				