PURCHASE DIVISION Advice for approval for credit to supplier

Date:	07/04/2023				Prepared by Herring			Serial no.		16229		
Supplier nar	me	Avial		Dist	si Luto	rs.		HO inware				
Firm/Compa	any	95Z	4	Project		SHILL		HO receiv	ed date			
PO/WO date	e	02/05	3/2023	PO/WO	No.	9774	7	Scan ID.				
Sl no.		Bill	no.		Bill	date		Bill amount		Original attached		
1.	188				02/03/2023 3,8			35/-		Yes 🗆 No		
2.								,		□ Yes □ No		
3.							/			□ Yes □ No		
4.							/			□ Yes □ No		
Amount A	- Bills to	otal (Exclud	ding Trans	port & F	Iamali Char	ges):	3,8	35/				
Proof of del	ivery by	way of: 🗆	DCs/bill	□ Steel	report RM	C pour repor			ort 🗆 Ins	stallation report		
MRN	1120	410 .						of delivery	1	Yes 🗆 No		
nos.:	-						matche	s MRN				
Amount B –	Other C	Credits : Tra	ansportatio	on charge	es				~			
Amount C –	Other I	Debits:							-			
Amount D (D=A+B	3-C) – Amo	unt to be	credited 1	to the suppli	er:		~	3,83	51-		
Amount E –	PO / W	O value:							283	5		
Amount F –	Differe	nce (A – E):				W.		·N1	1.		
Quantity rec	eived a	s per PO /V	VO	1	Yes 🗆	Excess recei	ved 🗆 Sh	ort received	l 🗆 Part 1	received		
Close PO / V	WO				Yes 🗆	No – wait fo	r balance	e material	Other			
Payment – d	lue date				17/0	4/2023	,					
Remarks:						11-0-3						
				1								
Approve	d by	Purchase	Officer		rchase	M D		Accour	ntant	Accounts Manager		
Name:			A	PPR	of the last of the					ivialiagei		
Sign:												
Date				7 APR	23:3							
Approval lin	nit	Upto 20k	MANA	GER PR	OCURLIE!	Above 100	k	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.

Mobile: 7075153859

AVIGHNA DISTRIBUTORS

House Keeping and Office Need Stationary Material.

Name : Address:		SUMMIT SALES LLP											
	5-4-187/3&4, II nd floor, MG Road	, Secunder	abad - 500	0003	Invoice No : 188 Date : 02-03-2023 P0 No:- 97747								
GSTIN:	36ACQFS2044C1Z7	9											
State:	Telangana		state code	2: 36	Payments Terms :- 25 Days								
rtate.	retangana		1		1/2/								
		Delivery Adress :- Cherlapally Taxable Amount											
20	T	1		Т	1								
S. No.	Description of Goods	HSN Code	Qty	Rate	5%	12%	18%	Amount					
1	CASIO MJ-12Sb Calculator	88470	10 Nos	325	-		3250						
			-										
						=	2						
			-										
	100 p												
					-								
				-	-								
					1								
			155	SALA									
	INWARD	THE REAL PROPERTY.	15/18	WARD 10 1322	-								
	MRN No: 1184 10 : Dt:	12/23	O Note	9 4 12 191	101								
	Received By: Sign:		O Delic										
	0.81.	24	10		· //								
	SUMMIT SALES LL	1	-										
	OTTEGO LL	F	-	+									
					1		2052						
	words	-	mount be	fore Tax		-	3250						
The second secon	ousand Eight Hundered	Add: C					292.5						
Thirty Five Rupees Only /-			GST		-		292.5						
X		GRAND	TOTAL		1		3835	3835					
	ails : Kotak Mahindra Bank		s once sold		-Cerified that the particulares given above are true and carrect								
	No: 7945120725	1	ack or exc		For AVI	GHNA DIS	TRIBUTORS	N DIS					
	General Bazar , Sec-Bad		ct to Hyde		B. Chandra Mohan DISTA								
IFSC Code	e: KKBK0007450	Jurisdic	tion.E.&.O	.Е.	Authorised Signature								
		NO	RETU	RN			1/2/	. 17					

Page(s) 1 Of 1

07-03-2023 14 07 46

Original / Office Copy / Purchase Div.Copy

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

Doc No

97747

170940

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

Doc Date

02-03-2023

Quote No

Nil

GSTIN 36FSTPS6819H1ZS

Quote Date

02-03-2023

7075153859

7075153859

SupplyType

Supply

Kind Attn: Sai Mohan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 874600 - STAT-Stationary - Calculator Nos casio	10.00	325.00	0.00	18.00	3,835.00
		Total Or	der Value	e	3,835.00

Rupees: Three Thousand Eight Hundred Thirty Five Only.

Terms and Conditions :-

Specification /

As per details given in the quotation

Payment Terms

After Delivery & Production of bill

. Tax

Nil

Delivery Date

Next Day.

Delivery Location Summit Housing LLP

Cherlapally, Behind Kingston PG college, Hyderabad

Phone. 9618244433, Hamendra

Penality For Delay

Transportation

Nil

Warranty

Nil

Advance Paid

Nil

Other Terms

We reserve the right to reject items not conforming quality anf specifications. Above order for stock repleneshing

purpose Nil

Completion Date 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 delivery/DC can be sent by email."

For Summit Sales LLP

Authorised Sign

Accepted the above Terms And Conditions

For Avighna Distributors

Name

Date : __/_/_

Page(s) 1 Of 1

02-03-2023 15:08:20

From Company:

Summit Sales LLP

5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.

G S T No.: 36ACQFS2044C1Z7

97747 16.02.23 5:15:19

Supplier Details

Avighna Distributors

B 80, JJ Ngar, Defence colony, Neredmet, Hyderabad,

Mechal-Malkajgiri-500094

GSTIN 36FSTPS6819H1ZS

7075153859

7075153859

Doc No

97747

170940

Doc Date

02-03-2023

Quote No

Quote Date

02-03-2023

SupplyType

Supply

Kind Attn: Sai Mohan

Purchase Order for the Supply of following Items.

Item Name

1 874600 - STAT-Stationary - Calculator-- - - - Nos

casio

Qty 10.00

Rate 400.00 **Dis%**

GST 18.00

Amount 4,720.00

Total Order Value . . .

Excess Late

4,720.00

Rupees: Four Thousand Seven Hundred Twenty Only.

Terms and Conditions :-

Specification /

As per details given in the quotation.

Payment Terms

After Delivery & Production of bill

Tax

Nil

Delivery Date

Next Day.

Delivery Location

Summit Housing LLP

Cherlapally, Behind Kingston PG college, Hyderabad

Phone. 9618244433, Hamendra

Penality For Delay Nil

Transportation

Nil Nil

Advance Paid

Warranty

Nil

Other Terms

We reserve the right to reject items not conforming quality anf specifications. Above order for stock repleneshing purpose.

Completion Date

Nil

Measurment Security Nil 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 delivery/DC can be sent by email.

For Summit Sales LLP

Authorised Signatory

Accepted the above Terms And Conditions

For Avighna Distributors

Name: X03 03 2027

Name : _____

Date : __/__/

Sign & Date:	Approved By:	Prepared By:		Remarks:	10	9	∞	7	6	5	4	CJ.	2	_	S No	before date:	Material required	Supplier:	Unit No./Block No.	Site & Phase :	Company Name:
	Minish	M.Asha jyothi	Engineer	For Stock Replenishing purpose									Sunonary - Carculator NOS	STATESOR-Stationers Coloring Do "- 91717	Item		ed		No.	SHLLP	e: SSLLP
MANAGER PROCUREMENT	02 MAR 2023	Manager APPROVENITARIASE	Project										10	ed at site	Of Otracilla	ID No. Sagin	Req. No. 170940		11:00:00		Date: 02 03 2023
WENT		nase MD				2 0	13			1			10	Order Qty Inward No Inward Date							

Requisition Form