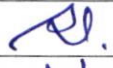


PURCHASE DIVISION
Advice for approval for credit to supplier

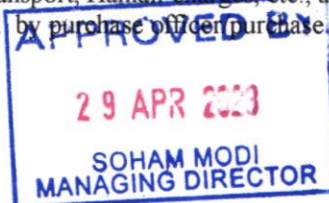
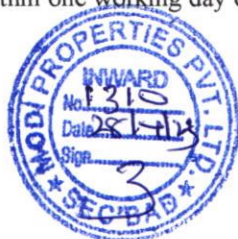
Date:	28/4/23	Prepared by	V. RAVI	Serial no.	17386
Supplier name	Bhagwati Steel Rebar.			HO inward no.	
Firm/Company	SSLP	Project	SHLP	HO received date	
PO/WO date	19.11.22	PO/WO No.	93914	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	873	16/11/22	219,179-00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,19,179-00
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.:	Proof of delivery matches MRN ☒ Yes ☐ No
Amount B – Other Credits : Transportation charges	
	4956-00
Amount C – Other Debits :	
	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	
	2,24,135-00
Amount E – PO / WO value:	
	2,15,940-00
Amount F – Difference (A – E):	
	8,195-00
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	30/4/23
Remarks: find bill & close this Po.	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:					
Date		28/4/23.			
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.



Form for closure of purchase order

PO no.: 93914	PO date: 12.11.22	Req. no.: 170403	Advice Scan ID	
Barcoded PO available ☒ Y/ ☐ N	Invoice original available ☒ Y/ ☒ N/ ☐ Copy available	POD available ☒ Y/ ☐ N		
Data required from site/engineers:				
MRN nos. related to PO				
☐ Part material received.		☒ Full material received.		
☐ Material not received.				
☐ Close PO – Balance material will be re-ordered by new requisition.				
☐ Cancel PO. Material not required.		☐ Cancel PO. Material will be re-ordered by new requisition		
☐ Keep PO open. Material required.		☐ Keep PO open. Work under progress.		
Remarks by engineer: Full Material received. Acknowledge copy attached.				
Notes: 1. Provide details of material received by way of separate attachment. 2. Provide scanned copy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be scanned and sent to Ravi.				
Prepared by: HINISH	Sign: [Signature]	Date: 28/03/2023		
Data required from accounts:				
☐ Checked with E&D for receipt of bills.				
☒ Bills not received against this PO.		☐ Part bill received against this PO.		
☐ All bills received against this PO.				
☐ Advance paid against this PO		Amount paid:		
Date of payment:				
Details of part bill received:				
Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				
4.				
5.				
6.				
Remarks by Accountants:				
Prepared by: D. Harvyl		Sign: [Signature]	Date: 28/3/23	
Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.				
Prepared by:		Sign:	Date:	
Remarks by Ravi + details of bills to be approved:				
Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.	873	16.11.22	224,135-00	
2.				
3.				
Remarks: Need MD's Approval for getting of Certified True copy from Vendor.				
Prepared by: Ravi		Sign: [Signature]	Date: 28.03.23	
Advice by MD - action to be taken.				
☒ Get certified bill from supplier (not original).		☐ Prepare bill in SSLLP for material supplied.		
☒ Thereafter, prepare advice for credit to supplier and send to Soham for processing.				
☒ Close PO		☐ Keep PO open. Material awaited		
☐ Accounts to be reconciled with supplier. Get supplier's ledger.				
Remarks:				
Approved by: Soham		Sign:	Date:	



Form for closure of purchase order

PO no.: 93914	PO date: 12-11-22	Req. no.: 170403	Advice Scan ID	
Barcoded PO available ☒ Y/ ☐ N	Invoice original available ☐ Y/ ☐ N / ☐ Copy available	POD available ☐ Y/ ☐ N		
Data required from site/engineers:				
MRN nos. related to PO				
☐ Part material received.	☒ Full material received.	☐ Material not received.		
☒ Close PO – Balance material will be re-ordered by new requisition.				
☐ Cancel PO. Material not required.	☐ Cancel PO. Material will be re-ordered by new requisition			
☐ Keep PO open. Material required.	☐ Keep PO open. Work under progress.			
Remarks by engineer: Full Material received, Acknowledge copy attached.				
Notes: 1. Provide details of material received by way of separate attachment. 2. Provide scanned copy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be scanned and sent to Ravi.				
Prepared by: MINISH.	Sign: 	Date: 24/03/2023		
Data required from accounts:				
☐	Checked with E&D for receipt of bills.			
☒ Bills not received against this PO.	☐ Part bill received against this PO.	☐ All bills received against this PO.		
☐ Advance paid against this PO	Amount paid:	Date of payment:		
Details of part bill received:				
Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				
4.				
5.				
6.				
Remarks by Accountants:				
Prepared by: D. Kharve	Sign: 	Date: 25/3/23		
Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.				
Prepared by:	Sign:	Date:		
Remarks by Ravi + details of bills to be approved:				
Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.				
2.				
3.				
Remarks:				
Prepared by: Ravi	Sign:	Date:		
Advice by MD - action to be taken.				
☐ Get certified bill from supplier (not original).	☐ Prepare bill in SSLP for material supplied.			
☐	Thereafter, prepare advice for credit to supplier and send to Soham for processing.			
☐	Close PO	☐	Keep PO open. Material awaited	
☐	Accounts to be reconciled with supplier. Get supplier's ledger.			
Remarks:				
Approved by: Soham	Sign:	Date:		

Purchase Order

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

Supplier Details

Bhagwati Steel Tubes
4-3-76/1, Hill Street, Ranigunj, Sec-bad-500003

GSTIN 36AFGPM2765P1ZT 27712284..
27713678,66568509. 9391113830.

Doc No	93914	170403
Doc Date	12-11-2022	
Quote No	Nil	
Quote Date	12-11-2022	
SupplyType	Supply	

Kind Attn : Mr Ajay Mohatta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 8218 - Steel - other - Ms Square rod - 8 mm - Kgs 10mm MS Squire Rod	3,000.00	61.00	0.00	18.00	215,940.00
Total Order Value . . .					215,940.00

Rupees : Two Lakh(s) Fifteen Thousand Nine Hundred Fourty Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

Delivery Date Next Working Day.

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil

Transportation Cost Extra.

Warranty Nil

Advance Paid NA

Other Terms We reserve the right to reject items not conforming to quality and specifications. For Stock Replenishing Purpose.

Completion Date NA

Measurment NA

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 Signatory

Accepted the above Terms And Conditions

For **Bhagwati Steel Tubes**

Name : _____

Name : _____

Date : __/__/__

Estimate/Draft PO

Page(s) 1 Of 1

12-11-2022 14:44:55

Orig



93914

01.11.22 3:07:40

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

Supplier Details			
Bhagwati Steel Tubes	Doc No	93914	170403
4-3-76/1, Hill Street, Ranigunj, Sec-bad-500003	Doc Date	12-11-2022	
	Quote No	Nil	
GSTIN 36AFGPM2765P1ZT 27712284..	Quote Date	12-11-2022	
27713678,66568509. 9391113830.	SupplyType	Supply	

Kind Attn : Mr Ajay Mohatta

Estimate/Draft PO for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 8218 - Steel - other - Ms Square rod 10mm 8 mm - Kgs	3,000.00	61.00	0.00	18.00	215,940.00
Total Order Value . . .					215,940.00

Rupees : Two Lakh(s) Fifteen Thousand Nine Hundred Fourty Only.

Terms and Conditions :-**Specification / Brand** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next Working Day.

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil**Transportation Cost** Extra.**Warranty** Nil**Advance Paid** NA**Other Terms** We reserve the right to reject items not conforming to quality and specifications. For Stock Replenishing Purpose.**Completion Date** NA**Measurment** NA**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 MDs APPROVAL

- ☒ High Value/quantity beyond limits.
☐ Po/Req. processed-post approval.
☐ Approval for technical details/clarification
☐ Replenishing SLLP stock
☐ Other

APPROVED BY

14 NOV 2022

SOHAM MODI
MANAGING DIRECTORFor **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Bhagwati Steel Tubes**

Name : _____

Name : _____

Date : / /

Requisition Form

Company Name:		SSLLP		Date:		12.11.2022	
Site & Phase :		SHLLP		Time:		10:00	
Supplier				Req.No.		170403	
Material required before date:					ID No.		81474
No	Description	Size	Quantity	Units	Inward No	Date	
1.	SQUARE ROD	10mm	3	Tons			
Remarks: For Stock Replenishing purpose .							
Prepared By		M.Ashajyothi		Approved by			
Sign.& Date		12.11.2022		Sign. & Date			

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

93914



GST NO: 36AFGPM2765P1ZT

E-mail: bhagwatisteeltubes@yahoo.com

BHAGWATI STEEL TUBES

4-3-76/1, HILL STREET, RANIGUNJ, SECUNDERABAD - 500 003.

PH : 040 - 66568509 & 27713678

(M): 9391113830

TAX INVOICE

M/S. SUMMIT SALES LLP,

DELI: CHERLAPALLY, BEHIND KINGSTON

COLLEGE, HYD-BAD. 501510.

INVOICE No: 873 DATE: 16.11.2022

P.O. NO: 93914/170403 DT: 12.11.2022

D.C. No.: 873 DATE: 16.11.2022

GST No.: 36ACQFS2044C1Z7

Payment: IMMEDIATE AFTER DELIVERY

S.No.	Descriptions of Items	Size mm	HSN Codes	Qty Nos.	Quantity Mtr/Kgs	UOM	RATE P. UOM	AMOUNT Rs. P.
Declared Goods								
1	MS SQ. ROD	10X10	721410		3045.00	KGS	61.00	185745.00
	FREIGHT							4200.00
SUB TOTAL								189945.00
CGST @ 9%								17095.05
SGST @ 9%								17095.05
IGST @ 18%								
ADD: R/O								-0.10
GRAND TOTAL:								224135.00

PH 9618244433 MR. HAMENDRA

WAY BILL NO:

1015 5597 0177

VEHICLE NO:

TS10UC4707

₹ TWO LAKHS TWENTY FOUR THOUSAND ONE HUNDRED & THIRTY FIVE ONLY

Subject to Secunderabad Jurisdiction

Goods once sold will not be taken back or exchanged

Interest @24% per annum will be charged on Bills not paid within due date

BANK: DBS BANK LTD (R.P. ROAD, SEC-BAD)

A/C NO. 9677351000002576 IFSC CODE NO: DBSS0IN0677

BANK: STATE BANK OF INDIA (M.G. ROAD, SEC-BAD)

A/C NO: 36695832011 IFSC CODE NO: SBIN0003032

For BHAGWATI STEEL TUBES

Authorised Signatory

THIS IS A COMPUTER GENERATED RECEIPT

(Original / Duplicate / Triplicate)

E & OE

SLLP-SOV

E-mail: bhagwatisteeltubes@yahoo.com

4-3-76/1, HILLSTREET, RANIGUNJ, SECUNDERABAD - 500 003.

PH : 040 - 66568509 & 27713678

(M): 9391113830

M/S. SUMMIT SALES LLP,

INVOICE No: 873 DATE: 16.11.2022

DELI: CHERLAPALLY, BEHIND KINGSTON

P.O. NO.: 93914/170403 DT:12.11.2022

COLLEGE, HYD-BAD. 501510.

D.C. No.: 873	DATE: 16.11.2022
---------------	------------------

GST No.: 36ACQFS2044C1Z7

Payment: IMMEDIATE AFTER DELIVERY[illegible]

Subject to Secunderabad Jurisdiction

Goods once sold will not be taken back or exchanged

Interest @24% per annum will be charged on Bills not paid within due date

BANK : DBS BANK LTD (R.P. ROAD. SEC-BAD)

A/C NO. 0677351000002670 IFSC CODE NO: DBSS0IN0677

BANK : STATE BANK OF INDIA (M.G. ROAD, SEC-BAD)

A/C NO: 36695832011 IFSC CODE NO.: SBIN0003032

For BHAGWATI STEEL TUBES

Authorised Signatory

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"TRUE COPY"