

PURCHASE DIVISION
Advice for approval for credit to supplier

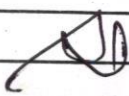
19871

Date:	27/06/23	Prepared by:	Asha Jyothi	Serial no.	
Supplier name	Akshaya Traders	HO inward no.			
Firm/Company	SSLP	HO received date	27/05/23	Scan ID.	
PO/WO date	27/05/23	PO/WO No.	20230527008		
SI no.		Bill no.		Bill amount	Original attached
1.	89	26/05/23	6,490/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):					
Proof of delivery by way of: ☐ DCS/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN	20230527008	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:					
Amount E – PO / WO value:					
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					
Remarks:					
APPROVED 27 JUN 2023 MINISH PARIKH 27/06/23 MANAGER PROCUREMENT					
Approved by	Purchase Officer	Manager	M D	Accountant	Accounts Manager
Name:	Asha Jyothi				
Sign:					
Date:	27/06/23				
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, 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.

MEMO

M. CODEX
150305
SCAN ID

DATE & FROM:	TO & REMARKS.
05/6/23	TO,
	MINISH Sir, / Asha Tyothi,
(RAV)	The enclosed bill got error. It returned to supplier he said will give revised bill
	Flt.
	
23/6/23	TO,
	Vangarathi
	No of the goods advice for Credit to supplier and re-send me.
	OK ga.

Advice For Approval For Credit To Supplier

18794

Date	02/06/23 04:43:37 PM	Prepared By	Mimish Parikh
Supplier Name	Akshaya Traders		
Company Name	Summit Sales LLP	Project Name	SSLLP Stores @ VSC
PO/WO date	24 May 2023	PO/WO No.	20230524011
Bill No			Bill Amount
89,			5,996
Amount A-Bills Total(Excluding Transport & Hamali Chagres)		5,996	
Proof of delivery by way of: DCs/bill			
MRN nos.	Proof of delivery matches MRN		
20230527008	Yes		

Amount B Other Credits- Transportation Charges		0
Amount C -Other Debits		0
Amount D(D=A+B-C)Amount To Be Credit To Supplier		5,996
Amount E-PO/WO Value		6,490
Amount F-Difference(A-E):		-494
Quantity Recieved As Per PO/WO Value		Yes
Close PO/WO		Yes
Remarks		Final bill

Invoice Num	Invoice Date	Invoice Material Amount	Invoice Other Amount	Remarks	Supplier Invoice Doc	Created By	Creation Date
89	26 May 2023	5,996	0		146812 SSLLP SSLLP Pur 2023-06-02.pdf	Mimish Parikh	02 Jun 2023

Approved By	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
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