

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		21/1/2020		Prepared by:		Sourmya	
PO/WO no.		64599		PO/WO Date		4/1/2020	
Supplier Name		Aditya Industries		PO/WO Amount		12,390	
Firm/Company		Sslp		Project name		Sslp	
SI. No.		Bill No.		Bill Date		Bill amount	
1.				17/1/2020		12,390	
2.		1692				12,390	
3.							
4.							
5.							
Amount A - Bills total(Excluding Transport & Hamali Charges							
SI. No.		DC No.		DC. Date		MRN No.	
1.						DC matches MRN	
2.						☐ Yes ☐ No	
3.						☐ Yes ☐ No	
4.						☐ Yes ☐ No	
Amount B - Other Credits :							
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 ☐ Other (explained below)							
Is difference between PO / Bill acceptable?							
☐ Yes ☐ No (explained below)							
Excess / short material received							
Close PO / WO							
☒ Yes ☐ No - wait for balance material ☐ No (explained below)							
Advance paid / PDC given (deduct when paying)							
☐ Yes..... ☐ No							
Payment - due date							
Remarks:							
Approved by							
Purchase Officer		Sourmya		Director		Accounts - receiver of bill	
Purchase Manager				Accountant		Accounts Manager	
Sign:							
Date		21/1/2020					

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/- and Purchase Manager upto 25,000/- and Purchase Director thereafter. 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/-

TAX INVOICE

ORIGINAL FOR RECIPIENT

Invoice #: 1092
₹ 12,390.00

Invoice Date: 17/01/2020
 Payment Terms: Net 30

SHIPPED TO

Summit sales llp
 cheralapally,
 behind kingston pg college
 hyderabad, 500003
 Telangana (36)
 GSTIN: 36acqfs2044c1z7

BILLED TO

Summit sales llp
 5-4-187/3&4, 2nd floor,
 m.g. road
 secunderabad, 500003
 Telangana (36)
 GSTIN: 36acqfs2044c1z7

PLACE OF SUPPLY: Telangana (36)

P.O Date 4-1-2020

HSN	QTY	Unit	Rate	Amount	Tax
3925	30	pkt	350	10500	18%

Subtotal

Tax
 CGST@9% of 10,500.00
 SGST@9% of 10,500.00

Invoice Value

BALANCE DUE

₹ 12,390.00

12,390.00

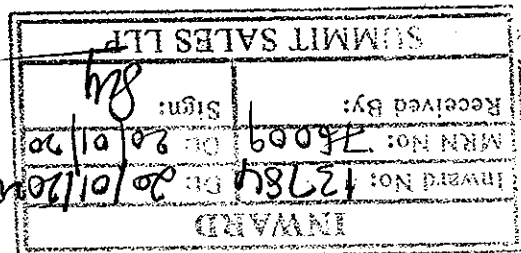
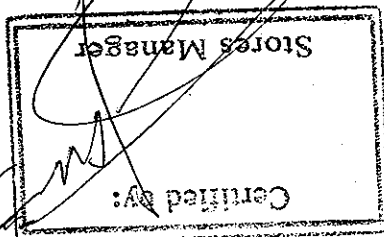
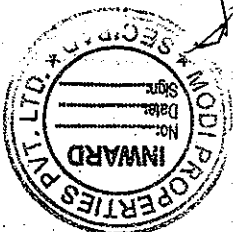
0.00

945.00

945.00

10,500.00

Rupees Twelve Thousand Three
 Hundred And Ninety Only



TERMS & CONDITIONS

1. Please Pay A/C Payee Cheques or Draft
2. Our responsibility ceases after the good have been delivered at your store or Transport.
3. No claim for breakage or shortage will be accepted afterwards.
4. All Disputes Subject to Secunderabad Jurisdiction Only.
5. Goods Once Sold cannot be accepted back.

PAYMENT DETAILS

HDFC BANK
 ACC.NO. 27052000000127
 IFSC : HDFC0002705
 BRANCH: R.P ROAD, SECUNDERABAD

S.No Item & Description

1 tile spacer

5mm

P.O No 64577

ADITYA INDUSTRIES
 9966713095
 adityaangid1@gmail.com
 5-1-338, OLD GHASMANDI
 RANIGUNJ
 SECUNDERABAD, 500003
 Telangana (36)
 GSTIN: 36AITP8126D1Z2

FROM

For ADITYA INDUSTRIES
 Authorised Signatory

TAX INVOICE DUPLICATE FOR TRANSPORTER

Invoice #: 1092
 ₹ 12,390.00
 Invoice Date: 17/01/2020
 Payment Terms: Net 30

FROM
 ADITYA INDUSTRIES
 9966713095
 adityaangid1@gmail.com
 5-1-338, OLD GHASMANDI
 RANIGUM
 SECUNDERABAD, 500003
 Telangana (36)
 GSTIN: 36AITPj8126D1Z7

BILLED TO
 Summit sales llp
 5-4-187/3&4, 2nd floor,
 m.g. road
 secunderabad, 500003
 Telangana (36)
 GSTIN: 36acqfs2044c1Z7

SHIPPED TO
 Summit sales llp
 chertapally,
 behind kingston pg college
 hyderabad, 500003
 Telangana (36)
 GSTIN: 36acqfs2044c1Z7

PLACE OF SUPPLY: Telangana (36)

P.O Date 4-1-2020

S.No	Item & Description	HSN	QTY	Unit	Rate	Amount	Tax
1	tile spacer	3925	30	pkt	350	10500	18%

Subtotal	10,500.00
Tax	CGST@9% of 10,500.00
	SGST@9% of 10,500.00
Round Off	0.0
Invoice Value	12,390.00
BALANCE DUE	₹ 12,390.00

PAYMENT DETAILS
 HDFC BANK
 ACC.NO. 27052000000127
 IFSC : HDFC0002705
 BRANCH: R.P ROAD, SECUNDERABAD

- TERMS & CONDITIONS**
1. Please Pay A/C Payee Cheaques or Draft
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INWARD	
Inward No: 13784	Dr: 20/01/2020
ARN No: 26009	Dr: 20/01/20
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:	Stores Manager
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For ADITYA INDUSTRIES
 Authorised Signatory