PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/06/2020	Prepared by:	T.D. Murthy
PO/WO no.	67994	PO / WO Date.	15/06/2020
Supplier Name	S.R. Engineering Works	PO/WO amount	Rs. 29,736/-
Firm/Company	Summit Sales LLP	Project	Summit Housing LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	176	09/06/2020	Rs. 29,736/-
2.			
3.			
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 29,736/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	176	09/06/2020	79994	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits :	-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	Rs. 29,736/-
Amount E – PO / WO value:	Rs. 29,736/-
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	☑ Approved – within acceptable limits ☐ No (explained below)
Close PO / W?O	☑ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs.______/- ☑ No
Payment – due date	**20/06/2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 16 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT [signature]				
Date	15/6/20	15/6/20					

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/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 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/- 7. MD to approve all bills above 1,00,000/-

GSTIN : 36ACWFS5966K1ZZ

INVOICE

Cell :8885969890
8885969898

S R ENGINEERING WORKS

SR ENGINEERING

Plot No. 855, B.N.Reddy Nagar, Cherlapally Village, Kapra Mandal, Medchal Malkajgiri Dist.
E-mail : srengineeringsec@gmail.com

P.O.NO : 67994

To,
M/s., Summit Sales LLP
Cherallapally.

Party GSTIN No. 36ACQFS2044C1Z7

Invoice No. 176

Date : 09/06/2020

Sl.No.	PARTICULARS	HSN Code	Qnty.	Rate	Total Amount Rs. Ps.
01.	Grills Powder coating	7031	1575 kgs	16 Rs per kg	25,200/-

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No: 6510
Date: 15/6/20
Sign:

INWARD	
Inward No: 14349	Dt: 9/6/20
MRN No: 79994	Dt: 15/6/20
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

TOTAL	25,200/-
SGST 9%	2,268
CGST 9%	2,268
IGST	—
G.TOTAL	29,736/-

Rupees in Words : Twenty nine thousand seven hundred and thirty six only/-

Note : Goods once sold will not be taken back

For SR ENGINEERING WORKS

D.R.Swamy

Authorised Signatory

Customer Signature

SRI SAI WEIGH BRIDGE

Opp. BST Steels, Plot No. 1263, Cherlapally Main Road, B.N. Reddy Nagar, Hyderabad.

COMPUTERISED 60 TONNES WEIGH BRIDGE

24 HOURS SERVICE

SERIAL No. : 3494

VEHICLE No.: TS08UE 7192

GROSS :	3145	**Kg.**	**DATE :** 09/06/2020	10:43 **TIME :**
TARE :	1570	**Kg.**	**DATE :** 09/06/2020	09:21 **TIME :**
NETT :	1575	**Kg.**		

WEIGHMENT CHARGES Rs.: 30

Operator's Signature

*** Our responsibility ceases once the Vehicle leaves the platform.**

S.G. Cell : 9246246924

OUTWARD - GATE PASS

No.: 1872

Date:	02/6/20	Time:	15:00		
Company:	Summit Sales LLP				
Project/site:	Summit Housing LLP				
Destination:					
Outward No.:	Vehicle type	Vehicle No	Vehicle driver		
681	By Auto	AS08UE7192	venkatesh		

	Material Description	Quantity	Units	Approx. rate	Amount
1.	M.S. Z Angles 6'x4'.6"	32	Nos		
2.	— do — 4'x3'.6"	08	"		
3.	— do — 2'.6"x2'	32	"		
4.	M.S. Gate 9'x2'.6"	03	Nos		
5.	— do — 10'x2'.6"	19	Nos		
6.					
7.					
8.					
9.					
10.					
	Total	64	Nos		

Charges/refund	Purpose for transfer	Other details (to be filled by Admin – audit)
☑No charge	☐Return to supplier for exchange	☐Material received by inward no.________ & date _______.
☐For refund from supplier	☐Return to supplier for refund	Details of credit note from supplier – date _____ & Amount Rs. ____________/-
☐Transfer to other site/project	☐On loan to be returned	Return of material - inward no. ____________ & date ______
☐Transfer to other site/ project	Cost of material to be collected: ☐Collect 100% cost - new material ☐Collect 60% cost - old material ☐No charges to be collected - value deemed to be nil.	GST bills to be raised ☐ Yes ☐ No GST bill no. ______________, Amount ______________ date ___________
☐Transfer to another phase of firm/company/project	☐No charges to be collected	NA
☑ No charge	☐for repairs & service	☐Material received by inward no. ________ & date________ __________.
☐ Other:	Details:	Details:

Remarks: for Powder Coated purpose only PO. 67133, 66530

Gate pass approved by:	Project manager	Admin in-charge	Security	
Sign: [signature]	[signature]	B. [signature]	[signature]	
Received by other site on:	Inward No.	Admin sign:	Security sign.	
Approved by	Project accountant	Accounts manager	Admin - Audit	MD
Sign:				

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to Admin - audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass. 7. Admin-audit to process gate pass, fill required details, make GST bills, etc and send to MD for approval once in a fortnight.

Purchase Order

67994
03.06.20 12:48:15

 15-06-2020 15:38:11

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

Supplier Details			
S R Engineering Works	**Doc No**	67994	14623
Plot no. 855, B.N. Reddy Nagar, Cherlapally village, Kapra Mandal, Medchal Malkajgiri Dist.	**Doc Date**	15-06-2020	
	Quote No	Nil	
GSTIN 36ACWFS5966K1ZZ	**Quote Date**	12-05-2020	
8885969890/8885969898	**SupplyType**	Supply	

Kind Attn : D.R. Swamy

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6196 - Miscellaneous - Powder Coating Charges - NA - Kgs	1,575.00	16.00	0.00	18.00	29,736.00
					Total Order Value . . .	**29,736.00**

Rupees : Twenty Nine Thousand Seven Hundred Thirty Six Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Powder coating, delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Work done.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	Payment as per actual weighment. Above order for MS cloth hangers powder coating purpose(Vide Inv no. 176, dt.09/06/2020).
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*

Authorised Signatory

16/06/2020

Name : ____________

Accepted the above Terms And Conditions

For *S R Engineering Works*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	15/06/2020
Site & Phase :	SUMMIT HOUSING LLP	Time:	10:00
Supplier	S R ENGINEERING WORKS	Req. No.	14623
Material required before date:		ID No.	57664

No	Description	Size	Quantity	Units	Inward No	Date
1	POWDER COATING CHARGES		1575	KGS		
2						
3	67994					
4						
5						

APPROVED
16 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: ABOVE ORDER FOR MS GRILLS POWDER COATING PURPOSE.(INV. NO. 176, DT.09/06/2020)

Prepared By	T.D. MURTHY	Sign. & Date	
Date:	15/06/2020		

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