PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/6/20	Prepared by:	V. Ravali
PO/WO no.	67156	PO / WO Date.	15/5/20
Supplier Name	S.S. Computers	PO/WO amount	30,500/-
Firm/Company	Summit Sales LLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	002	20/5/20	30,500/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			30,500/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	79431	☑ Yes □ No
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:	30,500/-
Amount E – PO / WO value:	30,500/-
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	21/6/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	V. Ravali	[signature]	[signature] APPROVED 18 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	17/6/20.	18/6					

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

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

..S Computers 5-2-199/200/A/4, 1st FLOOR, DISTILLERY ROAD, RANIGUNJ, SECUNDERABAD-500003 GSTIN/UIN: 36AAWPY3653P1ZE State Name : Telangana, Code : 36 E-Mail : mahendra74@gmail.com	Invoice No. **002**	Dated **20-May-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **SUMIT SALES LLP** 5-4-187/3&4 2nd FLOOR, M.G ROAD SECUNDERABAD GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **67156**	Dated **18-May-2020**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Part No.	Quantity	Rate	per	Amount
1	**EPSON M205 PRINTER**	8443	18 %		**2 Nos**	12,923.73	Nos	**25,847.46**
	Output CGST							**2,326.27**
	Output SGST							**2,326.27**
	Total				**2 Nos**			**₹ 30,500.00**

MODI PROPERTIES PVT. LTD. INWARD No: Date: Sign: ★SEC'BAD★

Amount Chargeable (in words)

E. & O.E

Indian Rupees Thirty Thousand Five Hundred Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
8443	25,847.46	9%	2,326.27	9%	2,326.27	4,652.54
Total	**25,847.46**		**2,326.27**		**2,326.27**	**4,652.54**

Tax Amount (in words) : **Indian Rupees Four Thousand Six Hundred Fifty Two and Fifty Four paise Only**

65977 65977 5/6/20

Company's Bank Details
Bank Name : **City Union Bank Ltd.,**
A/c No. : **510909010082782**
Branch & IFS Code : **HIMAYATNAGAR & CIUB0000[illegible]**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for S.S Computers

Authorised Signatory

SUBJECT TO SECUNDERABAD JURISDICTION

This is a Computer Generated Invoice

INWARD	
Inward No: 4281	Dt: 27/5/20
MRN No: 79481	Dt: 01/6/20
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

Purchase Order

    09-06-2020 3:25:03 PM

67156
06.05.20 1:44:19

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.S.COMPUTERS 5-2-199/200/A,1st Floor, Distillery Road, Ranigunj,Hyderabad,Telangana. **GSTIN** 36AAWPY3653P1ZE 9866106959	**Doc No**	67156	14524
	Doc Date	15-05-2020	
	Quote No	Nil	
	Quote Date	15-05-2020	
	SupplyType	Supply	

Kind Attn : Mahendra Kumar Yadagiri

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5051 - Equipment - other - Printer - other - nos *M-205*	2.00	15,250.00	0.00	0.00	30,500.00
	Total Order Value . . .					**30,500.00**

Rupees : Thirty Thousand Five Hundred Only.

Terms and Conditions :-

Specification / Brand	All items shall be of Epson brand model M 205
Payment Terms	100% as advance
Tax	Inclusive of all taxes
Delivery Date	Next Day.
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	1yr aganist Manufacture defect
Advance Paid	Rs......./- vide cheq
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for one Office use and another for Purchase Department Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

09/06/2020

Name : ________

Accepted the above Terms And Conditions

For ***S.S.COMPUTERS***

Name : ________

Date : __/__/____