

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

Date: <b>15/6/2020</b>		Prepared by: <b>K. R. Charyulu</b>	
PO/WO no. <b>66790</b>		PO / WO Date. <b>18/3/2020</b>	
Supplier Name <b>Pratap Sankar</b>		PO/WO amount <b>36,098/-</b>	
Firm/Company <b>SSLLR</b>		Project <b>SHLLR</b>	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	<b>40</b>	<b>20/5/2020</b>	<b>11,370/-</b>
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			<b>11,370/-</b>
Sl. No.	DC No	DC. Date	MRN No.
1.			
2.			<b>79202</b>
3.			
4.			
			DC matches MRN
			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> 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:			<b>11,370/-</b>
Amount F – Difference (A – E):			<b>36,098/-</b>
Quantity received as per PO / WO			<b>24,728/-</b>
			<input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)
Is difference between PO / Bill acceptable?			<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)
Excess / short material received			<input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)
Close PO / W?O			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)
Advance paid / PDC given (deduct when paying)			<input type="checkbox"/> Yes – Rs. _____ /- <input type="checkbox"/> No
Payment – due date			<b>22/6/2020.</b>
Remarks: <b>short received</b>			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date	<b>15/6/2020</b>	<b>16/6</b>	<b>15 JUN 2020</b>
		<b>MINISH PARIKH</b>	<b>MANAGER PROCUREMENT</b>
			M D
			Accounts – receiver of bill
			Accountant
			Accounts Manager

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

GST INVOICE

(ORIGINAL FOR RECIPIENT)

**Praful Sanitary**  
 3-6-429/6, SRI SAI TOWER,  
 St.No.4 HIMAYAT NAGAR  
 HYDERABAD  
 GSTIN/UIN: 36ACWPG4864A1ZG  
 State Name : Telangana, Code : 36  
 E-Mail : prafulsanitary@gmail.com

Buyer  
**Summit Sales LLP**  
 5-4-187/3&4, IInd Floor, M.G Road  
 Secunderabad  
 GSTIN/UIN : 36ACQFS2044C1Z7  
 State Name : Telangana, Code : 36

Invoice No. <b>PS/20-21/ 40</b>	Dated <b>20-May-2020</b>
Delivery Note	
<b>Invoice</b>	
Supplier's Ref.	Other Reference(s) <b>Credit</b>
Buyer's Order No. <b>66790</b>	Dated <b>18-Mar-2020</b>
Despatch Document No.	Delivery Note Date <b>20-May-2020</b>
<b>Invoice</b>	
Despatched through <b>Self</b>	Destination <b>Cherlapally</b>

20/5/20

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	<b>CP Bottle Trap</b>	8481	18 %	20 No:	876.00	No:	45 %	<b>9,636.00</b>
	Less :							
	Output CGST							<b>867.24</b>
	Output SGST							<b>867.24</b>
	ROUNDING OFF							<b>(-0.48)</b>
	<b>Total</b>			<b>20 No:</b>				<b>₹ 11,370.00</b>

INWARD  
 No: 65802  
 Date: 20/5/20  
 Sign: [Signature]  
 → 65802

Amount Chargeable (in words) **Indian Rupees Eleven Thousand Three Hundred Seventy Only** E. & O.E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
8481	9,636.00	9%	867.24	9%	867.24	1,734.48
<b>Total</b>	<b>9,636.00</b>		<b>867.24</b>		<b>867.24</b>	<b>1,734.48</b>

Tax Amount (in words) : **Indian Rupees One Thousand Seven Hundred Thirty Four and Forty Eight paise Only**

Company's PAN : **ACWPG4864A**

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

[Signature]  
 for Praful Sanitary  
 Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION  
 This is a Computer Generated Invoice

INWARD  
 Inward No: 14258 Dt: 21/5/20  
 MRN No: 79202 Dt: 22/5/20  
 Received By: [Signature] Sign: [Signature]  
**SUMMIT SALES LLP**

Certified by: [Signature]  
 Stores Manager

# 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

Praful Sanitary  
3-6-138/5, Himayat Nagar, Hyderabad.

**GSTIN** 36ACWPG864A1ZG 40077300  
65526886. 9849624797

<b>Doc No</b>	66790	14470
<b>Doc Date</b>	18-03-2020	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	04-02-2020	
<b>SupplyType</b>	Supply	

**Kind Attn : Mr. Ashish Gupta**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 10043 - Plumbing - CP - Bottel trap - NA - nos	20.00	876.00	45.00	18.00	11,370.48
2 7327 - Plumbing - PVC - Connection - 2 ft - nos	60.00	80.00	20.00	18.00	4,531.20
3 7284 - Plumbing - PVC - Waste Pipe - other - nos	60.00	25.00	20.00	18.00	1,416.00
4 7047 - Plumbing - CP - Waste coupling - 1/2 thread - nos	30.00	275.00	35.00	18.00	6,327.75
5 7026 - Plumbing - CP - Extension Nipple - 1/2 In - nos 1"	100.00	60.00	25.00	18.00	5,310.00
6 7028 - Plumbing - CP - Extension Nipple - other - nos 1 1/2"	50.00	90.00	25.00	18.00	3,982.50
7 10006 - Plumbing - GI - Ball Valve - 1/2 In - nos	5.00	355.00	35.00	18.00	1,361.43
8 7049 - Plumbing - GI - Ball Cock - 1/2 In - nos	5.00	305.00	0.00	18.00	1,799.50
<b>Total Order Value . . .</b>					<b>36,098.86</b>

Rupees : Thirty Six Thousand Ninty Eight and Paise Eighty Six Only.

## Terms and Conditions :-

<b>Specification /</b>	As per details given in the quotation.
<b>Payment Terms</b>	Within 30 days of delivery.
<b>Tax</b>	All taxes included in above price.
<b>Delivery Date</b>	Within 3 days
<b>Delivery Location</b>	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra, 9502266233, Mahesh.
<b>Penalty For Delay</b>	Nil
<b>Transportation</b>	Included by us !
<b>Warranty</b>	7 years warranty
<b>Advance Paid</b>	Nil
<b>Other Terms</b>	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock purpose.
<b>Completion Date</b>	Nil

For **Summit Sales LLP**

Authorised Signatory

Name :



Name :

Accepted the above Terms And Conditions

For **Praful Sanitary**

Date : \_/ \_/ \_

*Note:-  
Bill not Received  
havy,  
10/6/20.*

## Requisition Form


Company Name:		SSLLP		Date:		16.3.2020	
Site & Phase :		SHLLP		Time:		14.30	
Supplier				Req. No.		14470	
Material required before date:				ID No.			

No	Description	Size	Quantity	Units	Inward No	Date
1	CP-WALL MIXTURE		24	NOS		
2	LONG BODY		24	NOS		
3	SHOWER ARM		27	NOS		
4	SHOWER HEAD		27	NOS		
5	PILLAR COCK		30	NOS		
6	ANGLE COCK		80	NOS		
7	BOTTLE TRAP		20	NOS		
8	WASH BASIN WASTE COUPLING		30	NOS		
9	BALL VALVE		5	NOS		
10	BALL COCK	1/2"	5	NOS		
11	HEALTH FAUCET	1/2"	30	NOS		
12	EXTENSION NIPPAL	1/2"	100	NOS		
13	EXTENSION NIPPAL	1 1/2"	50	NOS		
14	PVC CONNECTION	2'	60	NOS		
15	WASTE PIPE		60	NOS		

Remarks: For stock maintainance

Prepared By		SOWMYA		Approved by	
Sign. & Date		16.3.2020		Sign. & Date	



APPROVED

19 JUN 2020

MINISH PARIKH

MANAGER PROCUREMENT

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