PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/6/20	Prepared by:	T. Bhaskar
PO/WO no.	67876	PO / WO Date.	10/6/20
Supplier Name	Akshaya traders	PO/WO amount	27140
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	694	23/6/20	27140
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			27140

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			79947	☑ 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:	27140
Amount E – PO / WO value:	27140
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	26/6/20

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		[signature] APPROVED MINISH PARIKH MANAGER PROCUREMENT				
Date	23/6/20						

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

TAX INVOICE

AKSHAYA TRADERS

Cell : 9959611144
9381004542

Suppliers : BOMBAY BROOMS, SPONGES, GOA ROPES,
BLUE SHEETS, DIAMOND MESH, FOAM SHEETS Etc.
H.No.6-4-392/1, New Bholakpur, Secunderabad-500 003.T.S.

Invoice No. 694 GSTIN : 36BFYPA0121A1Z3 Date 13/06/2020

Name Summit Sales LLP GSTIN 36ACOPS2044C1Z7

Address P.O No. 67876

State State Code

Sl. No	PARTICULARS	HSN CODE	Qty	Rate	Amount	5%	12%	18%	Amount
1	Chicken mesh	7314	100	110	11000			1980	12980
2	PVC Gampa	5509	60	120	7200			1296.	8496.
3	Holdfast	1718	100	48	4800			864	5664.
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 66439 Date 17/6/20 Sign:

Certified by:

Stores Manager

Mode of Payment :
Cash/Cheque/Cheque No

INWARD
Inward No: 14384 Dt: 13/6/20
MRN No: 79947 Dt: 15/6/20
Received By: Sign:
SUMMIT SALES LLP

Total Amount		23000./-
Add CGST 9%	2070	
Add SGST 9%	2070	
Total GST	4140	
Total Amount		27140./-

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 66613 Date 20/6/20 Sign:

Rupees In Words

Receiver's Signature

For Akshaya Traders
Proprietor

Certified by:

Purchase Order

 10-06-2020 10:47:50 AM

67876
03.06.20 12:48:14

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

Supplier Details			
Akshaya Traders 6-4-392/1, New Bholakpur, Secunderbad	**Doc No**	67876	14608
	Doc Date	10-06-2020	
	Quote No	Nil	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	10-06-2020	
9381004542 9959611144	**SupplyType**	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2076 - Carpentry - hardware - Chicken Mesh - NA - bundles	100.00	110.00	0.00	18.00	12,980.00
2	2148 - Carpentry - hardware - Plastic gampa - other - nos	60.00	120.00	0.00	18.00	8,496.00
3	2105 - Carpentry - hardware - Holdfast - other - kgs	100.00	48.00	0.00	18.00	5,664.00
					Total Order Value . . .	**27,140.00**

Rupees : Twenty Seven Thousand One Hundred Fourty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
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	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock maintaince purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Akshaya Traders***

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	09.06.2020
Site & Phase :	SHLLP	Time:	16.30
Supplier		Req. No.	14608
Material required before date:		ID No.	57541

No	Description	Size	Quantity	Units	Inward No	Date
1	FISHER PLUG 67877	5MM	50	NOS		
2	FISHER PLUG	6MM	50	NOS		
3	HOLDFAST 67876	4"	100	NOS		
4	MEASURING TAPE 67878	5MTR	20	NOS		
5	CHICKEN MESH		100	BDL		
6	PLASTIC GAMPA		60	NOS		
7	TILE GROUT-SILK 67875	1KG	70	NOS		
	TILE GROUT-WHITE	1KG	70	NOS		

Remarks:For stock maintainance

Prepared By	SOWMYA	Approved by	APPROVED BY
Sign.& Date	09.06.2020	Sign. & Date	09 JUN 2020 SOHAM MODI MANAGING DIRECTOR

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