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PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	28/06/2020	Prepared by:	SK.Goushee Begum
PO/WO no.	67892	PO / WO Date.	11/06/20
Supplier Name	Santosh Tarpaulin	PO/WO amount	12,234/-
Firm/Company	SSCP	Project	SHCP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	097	16/06/20	12,234/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			12,234/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			80407	☑ 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:	12,234/-
Amount E – PO / WO value:	12,234/-
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	**04/07/20**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		[signature] APPROVED 27 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	28/06/20						

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

SANTHOSH TARPAULIN

2-9-39/7/3, Forzenduga, Suryanagar, Old Alwal, Medchal Malkajgiri Dist. - 500 010, T.S.
Tel : 9642662732

GSTIN : 36ATWPA1307P1ZC **TAX INVOICE**

Invoice No. : 097 P.O. No. : 67892 14610
Invoice Date : 16/06/20 P.O. Date : 11/06/20
State : T.S State Code : 36

Place of Supply : ....
Transporter Name : ....
L.R. No. : .... Date : ....

Details of Receiver Billed to :

Name : Summit Sales LLP
Address : 5-4-187/3&4 IInd floor MG Road Secunderabad
GSTIN : 36ACQFS2044C1Z7
State : T.S State Code : 36

Details of Consignee | Shipped to :

Name : ....
Address : ....
GSTIN : ....
State : .... State Code : ....

Sl. No.	Description of Goods	HSN ACS	UOM	Qty.	Rate	Total Taxable Value
1)	HDPE Tarpaulin blue sheet Size 24x18 ft (20 Nos)	3926	SFT	8640	@ 1.20 PS	10 368
			TOTAL			

INWARD
Inward No: 14453 Dt: 24/6/20
MRN No: 80407 Dt: 24/06/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

INWARD No. 66873 Date 25/06/20 Sign.
... PROPERTIES PVT. LTD. SEC'BAD

Total Invoice Amount in words : Twelve thousand two hundred thirty four and twelve paise only

Total Amount Before Tax :	10 368
Add : CGST @ 9 % :	933.12
Add : SGST @ 9 % :	933.12
Add : IGST @ % :	
Freight Packaging & Forwarding :	
Tax Amount : GST :	
Total Amount After Tax :	12,234.24

BANK DETAILS

Bank Name : **AXIS BANK**
Bank Account Number : **919020039284737**
Branch : **Alwal**
IFSC Code No. : **UTIB0001378**

TERMS & CONDITIONS :
1. Goods once sold will not be taken back.
2. All disputes subject to Jurisdiction of Court in Hyderabad only.
3. If you not pay the payment within 15 days interest will be charged @ 18%

E & O.E.

Receiver's Signature

Certified that the particulars given above are true and correct.
For **SANTHOSH TARPAULIN**

Authorised Signatory

Purchase Order

 11-06-2020 2:02:36 PM

67892
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			
Santosh Tarpaulin	**Doc No**	67892	14610
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc Date**	11-06-2020	
	Quote No	Nil	
GSTIN 36ATWPA1307P1ZC	**Quote Date**	11-06-2020	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6011 - Miscellaneous - Blue Sheet - 24 Ft x18 Ft - sft *20 nos*	8,640.00	1.20	0.00	18.00	12,234.24
					Total Order Value . . .	**12,234.24**

Rupees : Twelve Thousand Two Hundred Thirty Four and Paise Twenty Four Only.

Terms and Conditions :-

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

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	10.06.2020
Site & Phase :	SHLLP	Time:	16.00
Supplier		Req. No.	14610
Material required before date:		ID No.	57556

No	Description		Size	Quantity	Units	Inward No	Date
1	SPACERS -ALL IN ONE	67891		5000	NOS		
2	BLUE SHEET	67892	24X18	20	NOS		
3	SPADE WITH HANDLE			20	NOS		
4	BOMBAY BROOMS	67893	BIG	50	NOS		
5	SPONGES			500	NOS		
6	BOMBAY BROOMS		SMALL	300	NOS		
7	PVC BUCKET WITH MUG	67894		10	NOS		
8	BLEECHING POWDER		25KG	8	BAGS		

Remarks:For stock maintainance

Prepared By	SOWMYA	Approved by	
Sign.& Date	10.06.2020	Sign. & Date	

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

APPROVED BY
11 JUN 2020
SOHAM MODI
MANAGING DIRECTOR