PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	6-7-20	Prepared by:	T. D. [illegible]
PO/WO no.	67791	PO / WO Date.	3/6/20
Supplier Name	Ganesh Tube Traders	PO/WO amount	Rs. 8,614/-
Firm/Company	Summit Sales LLP	Project	Summit Housing LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	69	23/6/20	Rs. 8,614/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 8614/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	69	23/6/20	80552	☑ 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. 8,614/-
Amount E – PO / WO value:	Rs. 8614/-
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	11/8/20.

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 06 JUL 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	6/7/20	6/7					

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/-

GANESH TUBE TRADERS (ORIGINAL FOR RECIPIENT)

GSTIN: 36ADBPJ8881C1ZJ
Authorised Distributor:
Clair
Too Strong to Resist...

Invoice No. 69
Ref No. 67731

Dated 23-Jun-2020

TAX INVOICE

Party : **SUMMIT SALES LLP**
5-4-187/3&4, 2 Nd Floor, Mg Road,
Secunderabad
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	J PASTE	3506	18 %	**20 NO**	50.00	NO		**1,000.00**
2	**WALL PUTTY 20KG**	3214	18 %	**10 NO**	630.00	NO		**6,300.00**
								7,300.00
	CGST							**657.00**
	SGST							**657.00**
	Total			**30 NO**				**₹ 8,614.00**

INWARD
No. 6672
Date 1/7/20
Sign.

INWARD
Inward No: 4465 Dt: 26/6/20
MRN No: 8055 Dt: 27/6/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

Amount Chargeable (in words) E. & O.E
INR Eight Thousand Six Hundred Fourteen Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3506	1,000.00	9%	90.00	9%	90.00	180.00
3214	6,300.00	9%	567.00	9%	567.00	1,134.00
Total	**7,300.00**		**657.00**		**657.00**	**1,314.00**

Tax Amount (in words) : **INR One Thousand Three Hundred Fourteen Only**
Company's PAN : **ADBPJ8881C**

Company's Bank Details
Bank Name : **HDFC CA 50200014835551**
A/c No. : **50200014835551**
Branch & IFS Code : **PG ROAD,SEC-BAD & HDFC0000042**

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

for GANESH TUBE TRADERS(2018-2019)
Authorised Signatory

REVERSE CHARGE: NO

H.No.5-2-270, Plot No.29, Hyderbasti,
(Back side of Old Traffic P.S.)
Secunderabad - 500 003.
Ph: 040-66568587, 66568581
Email: ganeshtubetraders@gmail.com
www.ganeshtubetraders.com

Purchase Order

 03-06-2020 16:33:03

67731
03.06.20 12:48:12

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

Supplier Details			
Ganesh Tube Traders 5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.	**Doc No**	67731	14585
	Doc Date	03-06-2020	
	Quote No	Nil	
GSTIN 36ADBPJ8881C1ZJ 66568587/ 66384751	**Quote Date**	03-06-2020	
9246330441. 9949248666	**SupplyType**	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6621 - Paints - Janta pasta - NA - Nos	20.00	50.00	0.00	18.00	1,180.00
2	6601 - Paints - Wall Care Putti - 20kgs - bags	10.00	630.00	0.00	18.00	7,434.00
					Total Order Value . . .	**8,614.00**

Rupees : Eight Thousand Six Hundred Fourteen 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. Final payment as per actual weighment. Above order for Stock maintaince purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : 05/06/2020

Accepted the above Terms And Conditions

For ***Ganesh Tube Traders***

Name : ____________________

Date : __/__/____

PO 67731

Requisition Form

Company Name:	SSLLP	Date:	02.06.2020
Site & Phase :	SHLLP	Time:	10.00
Supplier		Req. No.	14585
Material required before date:		ID No.	57365

No	Description	Size	Quantity	Units	Inward No	Date
1	WALL CARE PUTTY	20KG	10	NOS		
2	JANATHA PASTE	500GMS	20	NOS		
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:For stock maintainance

Prepared By	SOWMYA	Approved by	
Sign.& Date	02.06.2020	Sign. & Date	APPROVED FOR CONSTRUCTION 03 JUN 2020 SOHAM MODI MANAGING DIRECTOR

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