

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		11/7/20.		Prepared by:		SOWMYA	
PO/WO no.		68142/68500		PO / WO Date.		23/6/20.	
Supplier Name		Sri Laxmi Ganesh steels & Hardware		PO/WO amount		442.50 + 442.50	
Firm/Company		SSLLP		Project		-shlp	
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	594	6/7/20.	885				
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):			885				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	594	6/7/20	80996	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
4.				<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:			885				
Amount E – PO / WO value:			442.50 + 442.50 = 885				
Amount F – Difference (A – E):							
Quantity received as per PO /WO			<input checked="" 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 checked="" 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)				
Advance paid / PDC given (deduct when paying)			<input checked="" type="checkbox"/> Yes – Rs. 886/- <input type="checkbox"/> No				
Payment – due date			18.7.2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<i>Sowmya</i>						
Date	11/7/20.						

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 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/-

GSTIN - 36ARPPK9655D2ZA
 VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals
 6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.

Email : srilaxmiganeshsteels@gmail.com

M/s. SUMMIT Sales LLP

Invoice No.: 68142/68500
594

Date :

Transporter : 6/7/20

Party's GSTIN 36ACQFS2044C127

L.R. No. :

HSN	Description	Qty.	Rate	Amount	
				Rs.	Ps.
	MS Cube Lock Palta	150K	5/-	750	00
Total				750	00
SGST @ 9%				67	50
CGST @ 9%				67	50
IGST @ 18%					
Roundup					
Grand Total				885	00



INWARD	
Inward No: <u>10370</u>	Dt: <u>7/7/20</u>
MRN No:	Dt:
Received By: <u>[Signature]</u>	Sign: <u>[Signature]</u>
SUMMIT SALES LLP	

Certified by:
<u>[Signature]</u>
Stores Manager

Bank Details :
 Sri Laxmi Ganesh Steels & Hardware
 C/A : 36998265647
 Bank: SBI, Kavadiguda, Sec-bad.
 IFSC Code No. : SBIN0020312

Rupees In words :

INWARD	
inward No: <u>4529</u>	Dt: <u>7/7/20</u>
MRN No: <u>80996</u>	Dt: <u>10/8/20</u>
Received By: <u>[Signature]</u>	Sign: <u>[Signature]</u>
SUMMIT SALES LLP	

E & O.E
 Terms & Conditions
 Subject to hyderabad jurisdiction only
 Goods once sold will not be taken back or Exchange

For Sri Laxmi Ganesh Steels & Hardware

[Signature]
 Signature

Purchase Order

Page(s) 1 Of 1

23-06-2020 17:01:53



68142

20.06.20 3:01:17

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

Supplier Details

Sri Laxmi Ganesh Steels & Hardware
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH,
Secunderabad

GSTIN 36ARPPK9655D2ZA

9246205245/9542575725

Doc No	68142	14632
Doc Date	23-06-2020	
Quote No	Nil	
Quote Date	04-01-2020	
SupplyType	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 8015 - Steel - other - MS Gate Lock Patti - 1 1/2 In - nos	75.00	5.00	0.00	18.00	442.50
Total Order Value . . .					442.50

Rupees : Four Hundred Fourty Two and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 1st qty.
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.
Penalty For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Rs. 443/- paid vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for MS Gates purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Sri Laxmi Ganesh Steels & Hardware**

Name : _____

Date : ___/___/___

Requisition Form

Company Name:	SSLLP	Date:	19.06.2020
Site & Phase :	SHLLP	Time:	9.30
Supplier		Req. No.	14632
Material required before date:		ID No.	57759

No	Description	Size	Quantity	Units	Inward No	Date
1	LOCK PATTI (1kg = 15)		5	KGS	651-1111 (Date-5-11)	
2	CUTTING WHEEL	14"	12	NOS		
3	WELDING RODS		24	PKTS		
4						
5						
6						
7						
8						
9						

68142
68144

APPROVED BY
20 JUN 2020
SONAM MODI
MANAGING DIRECTOR

Remarks: DELIVERY AT SOV LLP

Prepared By	SOWMYA	Approved by	
Sign. & Date	19.06.2020	Sign. & Date	

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

Estimate/Draft PO

1 Of 1

20-06-2020 14:31:25

Original / Office Copy / Purchase Div.Copy

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

Draft PO for Approval

Supplier Details		Doc No	68144	14632
Sri Raja Rajeshwara Traders		Doc Date	20-06-2020	
Shop No. 18, Hyderi complex, Ranigunj, Sec-Bad -500 003		Quote No	Nil	
GSTIN 36AEP5662Q1ZF 27718915.		Quote Date	20-01-2019	
276363915 9246363915		SupplyType	Supply	

Kind Attn : Mr. Rajeshwar

Estimate/Draft PO for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 9574 - Tools - Welding Rod - NA - nos	24.00	212.00	0.00	18.00	6,003.84
2 550 - Tools - Machine Blade - other - nos cutting blade 4"	12.00	30.00	0.00	18.00	424.80
Total Order Value . . .					6,428.64

Rupees : Six Thousand Four Hundred Twenty Eight and Paise Sixty 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.
Penalty 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 MS Fabrication work purpose.
Completion Date	Nil
Measurement	Nil
Security	Nil
Remarks	

P.O. No. 681442

681442 - SD

Total Amt ->

6,428.64

APPROVED BY
20 JUN 2020
SOHAM MODI
MANAGING DIRECTOR

T.D. M. P. 20/6/20

P.T.O

For **Summit Sales LLP**

Authorised Signatory

Draft PO for Approval

Accepted the above Terms And Conditions

For **Sri Raja Rajeshwara Traders**

Name : _____

Name : _____

Date : ___/___/___

Purchase Order

Page(s) 1 Of 1

01-07-2020 11:49:40



68500

24.06.20 12:19:13

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

Supplier Details

Sri Laxmi Ganesh Steels & Hardware
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH,
Secunderabad

GSTIN 36ARPPK9655D2ZA

9246205245/9542575725

Doc No	68500	14672
Doc Date	01-07-2020	
Quote No	Nil	
Quote Date	04-01-2020	
SupplyType	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 8015 - Steel - other - MS Gate Lock Patti - 1 1/2 In - nos	75.00	5.00	0.00	18.00	442.50
Total Order Value . . .					442.50

Rupees : Four Hundred Fourty Two and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 1st qty.
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.
Penalty For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Rs. 443/- paid vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for MS Gates purpose.
Completion Date	Nil
Measurement	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Name : _____

[Signature]
01/07/2020

Accepted the above Terms And Conditions

For **Sri Laxmi Ganesh Steels & Hardware**

Name : _____

Date : ___/___/___

Requisition Form

Company Name:	SSLLP	Date:	29.06.2020
Site & Phase :	SHLLP	Time:	16.30
Supplier	<i>Shah Trade</i>	Req. No.	14672
Material required before date:		ID No.	58084

No	Description	Size	Quantity	Units	Inward No	Date
1	SQ ROD	10MM	2 (3)	TONS	<i>41.20 + 191. - 40. 4.5KV</i>	
2	Z-ANGLE		2 (3)	TONS	<i>110.20 + 111. & 50V</i>	
3	LOCK PATTI		5 ✓	KGS	<i>651 - 1181. / 1KV.</i>	
4	ROUND ROD	16MM	10 ✓	LENS	<i>41.20 + 181 - 10 KV</i>	
5	PATTI	3/4 IN/6MM	1 (2)	TONS	<i>61.20 + 181. - 5 KV.</i>	
6						
7						
8						
9						

Remarks: DELIVERY AT SOV LLP

Prepared By	SOWMYA	Approved by	
Sign. & Date	29.06.2020	Sign. & Date	

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

APPROVED BY

29 JUN 2020

SOHAM MOJI
MANAGING DIRECTOR