

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		15/7/20.		Prepared by:		SOWMYA	
PO/WO no.		68724.		PO / WO Date.		9/7/20	
Supplier Name		praful sanitary		PO/WO amount		13,361	
Firm/Company		sslp		Project		cashlp.	
Sl. No.	Bill No.	PS/20-21/190		Bill Date	11/7/20		Bill amount
1.							13,361
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):							13,361
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			81107	☒ 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:							13,361
Amount E – PO / WO value:							13,361
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			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	15/7/20						

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/-

(ORIGINAL FOR RECIPIENT)

Certified by:

Stores Manager

Purchase Order

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09-07-2020 2:46:49 PM



68724

08.07.20 3:08:59

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

Doc No	68724	14700
Doc Date	09-07-2020	
Quote No	Nil	
Quote Date	09-07-2020	
SupplyType	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7284 - Plumbing - PVC - Waste Pipe - other - nos	60.00	25.00	20.00	18.00	1,416.00
2 7023 - Plumbing - CP - Bib cock - other - nos 2 in 1	10.00	1,040.00	37.28	18.00	7,697.00
3 7111 - Plumbing - other - Ball cock- Brass - 3/4 In - nos	10.00	360.00	0.00	18.00	4,248.00
Total Order Value . . .					13,361.00

Rupees : Thirteen Thousand Three Hundred Sixty and Paise Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.**Payment Terms** Within 30 days of delivery.**Tax** All taxes included in above price.**Delivery Date** Within 3 days

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra, 9502266233, Mahesh.

Penalty For Delay Nil**Transportation Cost** Included by us !**Warranty** 7 years warranty**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 : 

Name : _____

Accepted the above Terms And Conditions

For **Praful Sanitary**

Date : __/__/__

Requisition Form

Company Name:		SSLLP		Date:		6.7.2020	
Site & Phase :		SHLLP		Time:		17.00	
Supplier				Req. No.		14700	
Material required before date:			ID No.			58314	
No	Description	Size	Quantity	Units	Inward No	Date	
1	WASTE PIPE		60	NOS			
2	BALL COCK	3/4"	10	NOS			
3	BIB COCK	2 IN 1	10	NOS			
4							
5							
6							
7							
8							
9							
Remarks: FOR SSLLP STAFF USE							
Prepared By		SOWMYA		Approved by			
Sign. & Date		6.07.2020		Sign. & Date			

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

APPROVED BY
-8 JUL 2020
SOHAM MODI
MANAGING DIRECTOR