PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/07/2020	Prepared by:	T.D. Murthy
PO/WO no.	68395	PO / WO Date.	29/06/2020
Supplier Name	Jinkrupa Agency	PO/WO amount	Rs. 16,517/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1795	30/06/2020	Rs. 16,520/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 16,520/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1795	30/06/2020	80761	☑ 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. 16,520/-
Amount E – PO / WO value:				Rs. 16,517/-
Amount F – Difference (A – E):				Rs. 3/-

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	**18/07/2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	16/7/20						

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/-

GST No. : 36AEMPM4587N1ZL **TAX INVOICE** **CASH / CREDIT** ✆ : 27710119

JINKRUPA AGENCY

NOPO

Authorised Dealers For : **STERLING & DHARANI** WATER PUMPS,
STERLING & DHARANI SUBMERSIBLE PUMPS
STERLING, MARUTI, AJAY & PREMIER ISI HDPE PIPES

1795

4-3-75/3, HILL STREET, SECUNDERABAD - 500 003.

30" Credit

No. Date 30/6/2020

M/s. Summit Sales LLP

P.O 040 68395 Party's GST No. 36ACQFS2044C1Z7

Quantity	DESCRIPTION	RATE	AMOUNT Rs.	P.
20	40u 20mm PVC Flowel 30mts	700/-	14000	/-
		Total	14000	/-
		SGST@9%	1260	/-
		CGST@9%	1260	/-
		IGST@	—	
	E & O.E.	Grand Total	16520	/-

INWARD
67062
4/7/20
SEC'BAD

Total Rs- 16520/-

Certified by:
Stores Manager

INWARD	
Inward No: 14488	Dt: 01/7/20
MRN No: 80761	Dt: 03/7/20.
Received By:	Sign:
SUMMIT SALES LLP	

Goods once sold cannot be taken back or exchanged.
No guarantee for Electricals & Pump.
Subject to Secunderabad Jurisdiction.

For **JINKRUPA AGENCY**

Purchase Order

 11-07-2020 14:56:22 Original / Office Copy / Purchase Div.Copy

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

Supplier Details			
Jinkrupa Agency 4-3-75/3, Hill Street, Sec-Bad -500 003	**Doc No**	68395	14665
	Doc Date	29-06-2020	
	Quote No	Nil	
GSTIN 36AEMPM4587N1ZL	**Quote Date**	23-06-2020	
2771-0119 98496-06725	**SupplyType**	Supply	

Kind Attn : Mr. Hemal H. Mehta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7353 - Plumbing - other - Green Hose pipe - Other - Mtrs *20 nos*	600.00	23.33	0.00	18.00	16,517.64
					Total Order Value . . .	**16,517.64**

Rupees : Sixteen Thousand Five Hundred Seventeen 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	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	

⇒ Original office copy misplace
Please give "NOC" for above
for Clearance.
16/7/20.

For *Summit Sales LLP*

Authorised Signatory

Accepted the above Terms And Conditions

For *Jinkrupa Agency*

Name : ____________

Name : ____________

Date : __/__/____