## PURCHASE DIVISION Advice for approval for credit to supplier

Date:	ate: 5/9/20.			Prepared by:			SOWMYA				
PO/WO no.		38989	89 PO/V		PO / WO Date.		5	33 7 20.			
Supplier Name Deal Co		I canit			PO/WO amount			77,400			
Firm/Comp	any	1.7	of sanit		Proj	ject			Shlep	×	
Sl. No.		Bill No.	J		Bill	Date		Bill	amount		
1.		F	3/20-2	1/261		1/8/20	) ,	77,400			
2.		1		1 /					, .		
3.											
4											
Amount A	– Bills tot	al(Excluding	Transport &	Hamali Cl	narges):				17.400		
Sl. No.	DC No		DC. I	Date		MRN	No.	DC 1	17, 400 matches MRN		
1.						8	1688	/ZYe	es 🗆 No		
2.								□ Ye	es 🗆 No		
3.								□ Yes □ No			
4.						□ Yes □ No					
Amount B –Other Credits :_								•			
Amount C	Other De	ebits:							-		
Amount D	(D=A+B-	C) – Amount	to be credite	d to the su	pplier:			-	17,400		
Amount E	- PO / WO	O value:						1	77,400		
Amount F	– Differen	ce (A – E):									
Quantity re	ceived as	per PO /WO			Yes   Excess received   Short received   Other (explained below)						
Is difference	e betweer	PO / Bill ac	ceptable?		□ 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				7.8.2020							
Remarks:											
Approve by		urchase Officer	Purchase Manager	Procure Mana	100000000000000000000000000000000000000	M D	Accounts	31	Accountant	Accounts Manager	
Sign:	a.	wyr					bill				
Date	6	28/201									

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/-

Pr	arul Sanitary		Invoid	ce No. e	-Way Bill No.	Date	ed	
3-1	5-429/6,SRI SAI TOWER,				21237558466	1-A	ug-202	0
	.No.4 HIMAYAT NAGAR YDERABAD		130	ery Note				
GS	STIN/UIN: 36ACWPG4864A1ZG		Invo	ice lier's Ref.		Oth	er Refer	ance(s)
	ate Name: Telangana, Code : 36 Mail : prafulsanitary@gmail.com		Supp	iller s Rei.				/ 9502266233
_	iyer		Buve	r's Order N	0.	Date		7 9502200233
	ummit Sales LLP		6898				Jul-202	0
	4-187/3&4, IInd Floor, M.G Road			atch Docu	ment No.	_	very Not	
	ecunderabad		Invo				ug-202	0
	STIN/UIN : 36ACQFS2044C1Z7 ate Name : Telangana, Code : 36		Desp	atched thro	ough	Des	tination	
Oti	ate Name : Telangana, oode : 55			ds Vehicl			erlapall	
			Bill o	f Lading/LF	K-RR No.	100000000000000000000000000000000000000	or Vehic	1
						15	12UB02	98
SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	500 Ltrs Water Tank D/L	3925	18 %	36 No:	2,150.00	No:	15.254 %	65,593.40
	Output CGST Output SGST Less: ROUNDING OFF		1000					5,903.41 5,903.41 (-)0.22
	OPESTIES OF THE STATE OF THE ST							
	Total			36 No:				₹ 77,400.00
An	mount Chargeable (in words)							E. & O.E
	ndian Rupees Seventy Seven Thousand Four Hundred O	nly						
	HSN/SAC	Tax	able	Central			ite Tax	Total
			lue		nount R ,903.41	ate 9%	Amour 5,903	
38	925		93.40 93.40		903.41	3 70	5,903	
-						Onl		
Та	ax Amount (in words): Indian Rupees Eleven Thousand Eight I	nunarea (		Lighty	wo puise		A HIM	L SAN, AND THIS REPORT OF THE PARTY OF THE P
_	ompany's PAN : ACWPG4864A						1/2	or Praful Sanitary
							11/2	RABRY
١٨	eclaration  Ve declare that this invoice shows the actual price of the goods escribed and that all particulars are true and correct.			34.			А	uthorised Signatory
	SUBJECT TO HYDER	ABAD JURISI	DICTION	nazona di manga della La di Cit.	et,			
	This is a Computer	Generated Inv	oice	· - +	1			

INWARD Inward No: 14656 Dt: 3 MRN No: 81688. Stores Manager Dt: 0 Received By: Sign: SUMMIT SALES LLP

## **Purchase Order**

Page(s) 1 Of 1

23-07-2020 4:34:38 PM

From Company: Summit Sales LLP

5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.

G S T No.: 36ACQFS2044C1Z7



21.07.20 2:16:56

Supplier Details				
Praful Sanitary	Doc No	68989	14730	
3-6-138/5, Himayat Nagar, Hydo	Doc Date	21-07-2020		
	Quote No	Nil		
<b>GSTIN</b> 36ACWPG864A1ZG 40077300		<b>Quote Date</b>	te 16-06-2020	
65526886.	9849624797	SupplyType	Supply	

Kind Attn: Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7326 - Plumbing - PVC - Water tank - 500lts - nos	36.00	2,150.00	0.00	0.00	77,400.00
		Total Or	der Value	e	77,400.00

## Terms and Conditions :-

Specification / Brand All items shall be of 'Plasto' brand.

**Payment Terms** 

Within 30 days of delivery.

Tax

Inclusive of all taxes

**Delivery Date** 

Within 7 days

**Delivery Location** 

Summit Housing LLP

Cherlapally, Behind Kingston PG college, Hyderabad

9618244433, Hamendra, 9502266233, Mahesh.

**Penality For Delay** 

**Transportation Cost** 

Included in the above price.

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 Nil

Security Remarks

Accepted the above Terms And Conditions

For Praful Sanitary

For Summit Sales LLP **Authorised Signatory** 

Name:

Date : \_\_/\_\_/\_\_

Requisition Form

			Requi	sition F	orm			
Company Name: SSLLP				Date:		20.7.2020		
Site & Phase : SHLLP				Time:		15.00		
Supplier				Req. N	No.	14730		
Material required before date:				ID No		58624		
No	I	Description	S	ize	Quantity	Units	Inward No	Date
1	WATER TANKS	35.0	500	LTRS	36	NOS		
2		68989						
3		60	ster es some -		2			
4								
5								
6					33.00			
7		The state of the s						
8								
9							APPROVEDE	. \
10							APPRO 1111 S	150
Rem	arks: FOR STOCK M	AINTENANCE AT SSLLI	P			1	SCHAM M SCHAM M MANAGING DI	OD TOR
Prepa	ared By	SOWMYA	169	Appro	ved by		SOHINGDI	
Sign.	.& Date	20.07.2020		Sign.	& Date		MAN	

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

Page(s) 1 Of 1

21-07-2020 2:23:21 PM

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				
Praful Sanitary	Doc No	68989	14730	
3-6-138/5, Himayat Nagar, Hyde	Doc Date	21-07-2020		
	Quote No	Nil		
GSTIN 36ACWPG864A1ZG	Quote Date 16-06-2		020	
65526886. 9849624797		SupplyType	Supply	

Kind Attn: Mr. Ashish Gupta

Estimate/Draft PO for the Supply of following Items.

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Penality For Delay

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Warranty

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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 Remarks Nil

T. Shal

For Summit Sales LLP

**Authorised Signatory** 

Accepted the above Terms And Conditions

For **Praful Sanitary** 

	Name	Date ://
Name :	Name :	Date