PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	8/9/20.	Prepared by:	SOWMYA
PO/WO no.	69996.	PO / WO Date.	1/9/20.
Supplier Name	Sri raja rajeshwara Traders	PO/WO amount	1,475
Firm/Company	SSllp	Project	Shllp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	0259	4/9/20.	1,476
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,476.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			82656	☑ 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:	1,476.
Amount E – PO / WO value:	1,476
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	**12.9.2020**
Remarks:_	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	[signature]				
Date	8/9/20.	12/9					

APPROVED
12 AUG 2020
MINISH PARIKH
MANAGER PROCUREMENT

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/-

Shop : 040-2771 8915, 6633 3915 Resi : 040-6666 4080
Mob. : 092463 63915, 93472 36012

SRI RAJA RAJESHWARA TRADERS

Shop No.18, Hyderi Complex, Ranigunj, Secunderabad - 500 003.

Dealers in : M.S.Wire, M.S.Wire Nails, G.I. Barbed Wire, G.I.St.Rods, Welding Electrodes, Welding Accessories, Wire Mesh, Hexwire Netting, Spades, Crow Bars, Screws, Ropes, Carbide, Bitumen Products, Tor Felt, Fibre Corrugated Sheets, Gamela,Nelton Mosquito Mesh, Sponges, Red Odixe Paint & General Hardware.

Email : srrt3915@gmail.com, prpk67@gmail.com

CASH / CREDIT INVOICE

To
M/s. Summit SALES LLP. M.G. Road Secbad

Invoice No.: 0259 Date: 4/9/2020
D.C. No.: Date:
P.O. No.: 69996 Date: 1/9/2020

9/9/20

Site : Summit
LL/RR Truck No.: Hewini

Customer's GST No.: 36ACQFS2044C1Z7
Payment Mode :

Sl. No.	Quantity	Description of Goods	HSN CODE	GST	Rate Rs. Ps.	Amount Rs. Ps.
1	25	PAint Red oxide & Black oxide Powde	3102	18%	50/	1250/-
		CGST		9%		113/-
		SGST		9%		113/-
						1476/
		R 1476/-				
	E. & O.E.					

INWARD
Inward No: 14847 Dt: 5/9/20
MRN No: 82656 Dt: 7/9/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 6979 Date 10/9

P.N.

Rupees | TOTAL 1476/-

GST No. : 36AEPPP5662Q1ZF
Subject to Secunderabad Jurisdicition
1. Goods once sold will not be taken back or exchanged.
2. 24% Interest will be charged on bills remaining unpaid after due date.

HDFC BANK,
PARADISE BRANCH.
A/C No. : 00422020001922
RTGS : HDFC0000042

For SRI RAJA RAJESHWARA TRADERS

Authorised Signatory

Purchase Order

 01-09-2020 2:19:20 PM Or

69996
27.08.20 2:29:38

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 Raja Rajeshwara Traders Shop No. 18, Hyderi complex, Ranigunj, Sec-Bad -500 003	**Doc No**	69996	14847
	Doc Date	01-09-2020	
	Quote No	Nil	
GSTIN 36AEPPP5662Q1ZF 27718915.	**Quote Date**	01-09-2020	
276363915 9246363915	**SupplyType**	Supply	

Kind Attn : Mr. Rajeshwar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6517 - Paints - Black oxide powder - NA - kgs	20.00	50.00	0.00	18.00	1,180.00
2	6613 - Paints - Red Oxide Powder - NA - Kgs	5.00	50.00	0.00	18.00	295.00
	Total Order Value . . .					**1,475.00**

Rupees : One Thousand Four Hundred Seventy Five 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	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Sri Raja Rajeshwara Traders***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	31.8.2020
Site & Phase :	SHLLP	Time:	14.30
Supplier		Req. No.	14847
Material required before date:		ID No.	59507

No	Description	Size	Quantity	Units	Inward No	Date
1	BLACK OXIDE		20	NOS		
2	RED OXIDE 69996		5	NOS		
3	JANTHA PASTE 69997	500 G	20	NOS		
4						
5						
6						
7						
8						
9						
10						
11						
12						

Remarks: For stock maintenance at ssllp

Prepared By	SOWMYA	Approved by	
Sign.& Date	31.08.2020	Sign. & Date	APPROVED BY 31 AUG 2020 SOHAM MODI MANAGING DIRECTOR

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