PURCHASE DIVISION Advice for approval for credit to supplier

Date:		15/9/20		Pre	Prepared by:		SOWMYA				
PO/WO no		70099,		PO	PO / WO Date.		4/9/20				
Supplier Na	ame	Sni raja rajeshwara		Tra PO	PO/WO amount			\$6,550			
Firm/Comp	any		SSILP		Pro	oject			Shup.		
Sl. No.		Bill No.			Bil	ll Date	;		Bill	amount	
1.			02%			11/9/20.		26,550			
2.											
3.											
4											
Amount A	- Bills to	tal(Excluding	g Transport &	Hamali Cl	narges):					26,550	
Sl. No.	DC No		DC.	Date			MRN No.		DC	matches MRN	
1.							89	890	Y	es 🗆 No	
2.									□ Yes □ No		
3.							□ Yes □ No				
4.									□ Yes □ No		
Amount B-Other Credits: handi Charges 100 /-						-					
Amount C -Other Debits:									9 -		
Amount D (D=A+B-C) – Amount to be credited to the sup			pplier:		and the second s			26,650			
Amount E – PO / WO value:									26,550		
Amount F	– Differer	nce (A – E):								_	
Quantity re	ceived as	per PO /WO)		Yes	□ Exc	ess receive	ed 🗆 Short re	eceive	d 🗆 Other (expla	ained below)
Is difference	e between	n PO / Bill a	cceptable?		☐ Yes ☐ No (explained below)						
Excess / sh	ort mater	ial 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				19.9.2020							
Remarks:											
Approve		Purchase Officer	Purchase Manager	Procur Man			M D	Accounts receiver bill	1	Accountant	Accounts Manager
Sign:		punge					٠				
Date		15/9/20	•								

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/-

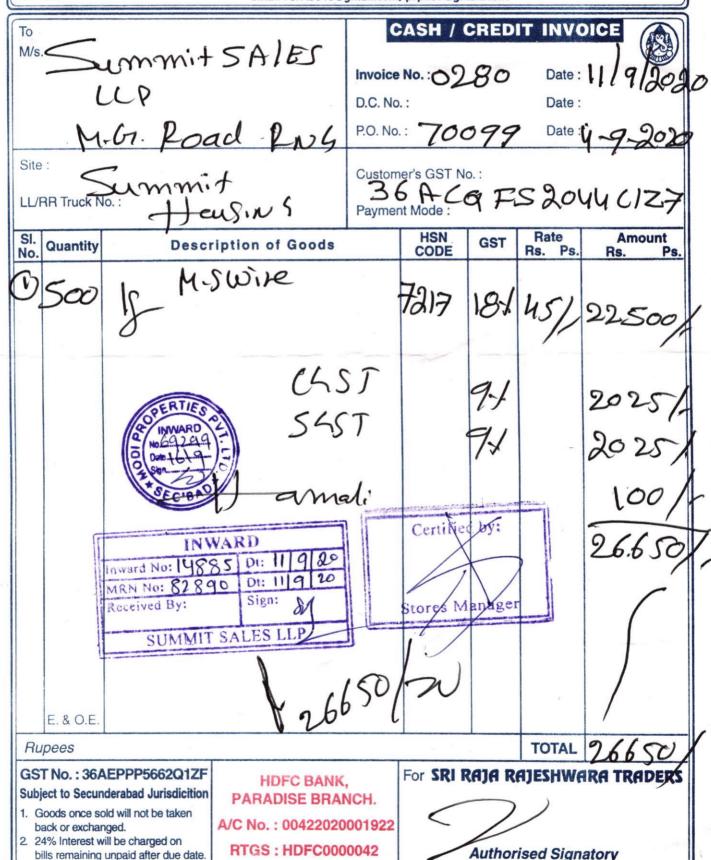
Shop: 040-2771 8915, 6633 3915 Resi: 040-6666 4080 Mob.: 092463 63915, 93472 36012



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

<u>Dealers in :</u> 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



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05-09-2020 10:20:51 AM

From Company: Summit Sales LLP

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

G S T No.: 36ACQFS2044C1Z7



03.09.20 11:46:56

Supplier Details				
Sri Raja Rajeshwara Traders	Doc No	70099	14859	
Shop No. 18, Hyderi complex, Ra	Doc Date	04-09-2020		
	Quote No	Nil		
GSTIN 36AEPPP5662Q1ZF	27718915.	Quote Date	04-09-2020	
276363915 9246363915		SupplyType	Supply	

Kind Attn: Mr. Rajeshwar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2051 - Carpentry - hardware - Binding wire - 20 guage - kgs	500.00	45.00	0.00	18.00	26,550.00
		Total Or	der Valu	e	26,550.00

Terms and Conditions :-

Specification / Brand All items shall be of 'VSP' quality.

Payment Terms

Within 15days of delivery of all materials & 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

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. Final payment as per actual weighment. Above order for Stock purpose.

Completion Date

Nil

Measurment

Nil NIL

Security

Remarks

For	Summit	Sales	LLP

Authorised Signatory

Accepted the above Terms And Conditions For Sri Raja Rajeshwara Traders

Date : __/__/__

Requisition Form 3.9.2020 Date: Company Name: SSLLP 12.00 Time: SHLLP Site & Phase: 14859 Req. No. Supplier ID No. 59594 Material required before date: Inward No Date Units Quantity Size Description No KGS 500 BINDING WIRE 1 70099 2 3 4 5 6 7 8 10 11 12 13 14

Approved by

Sign. & Date

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

SOWMYA

3.9.2020

Remarks: For stock maintenance and site use

Prepared By

Estimate/Draft PO

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04-09-2020 3:45:35 PM

Original / Office Copy / Purchase Div.Copy

APPROVED BY

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	Doc No	70099	14859	
Shop No. 18, Hyderi complex, I	Doc Date	04-09-2020		
	Quote No	Nil		
GSTIN 36AEPPP5662Q1ZF 27718915. 276363915 9246363915		Quote Date	04-09-2020 Supply	
		SupplyType		

Kind Attn: Mr. Rajeshwar

Estimate/Draft PO for the Supply of following Items.

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Warranty

Nil

Advance Paid

Nil

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Final payment as per actual weighment. Above order for Stock

purpose.

Completion Date

Nil Nil

Measurment Security

NIL

Remarks

For Summit Sales LLP

Authorised Signatory

Accepted the above Terms And Conditions

For Sri Raja Rajeshwara Traders

ame :	Name :	Data . / /
		Date : / /