PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/9/20.	Prepared by:	SOWMYA
PO/WO no.	70274	PO / WO Date.	9/9/20
Supplier Name	Praful sanitary	PO/WO amount	4,071
Firm/Company	Ssllp	Project	Shllp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	PS/20-21/365	16/9/20.	4,071
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,071

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	83134	☑ 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:	4,071
Amount E – PO / WO value:	4,071
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	**26.9.2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	[signature] APPROVED 26 SEP 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	22/9/20	23/9					

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 INVOICE

(ORIGINAL FOR RECIPIENT)

Praful Sanitary
3-6-429/6,SRI SAI TOWER,
St.No.4 HIMAYAT NAGAR
HYDERABAD
GSTIN/UIN: 36ACWPG4864A1ZG
State Name : Telangana, Code : 36
E-Mail : prafulsanitary@gmail.com

Buyer
Summit Sales LLP
5-4-187/3&4, IInd Floor, M.G Road
Secunderabad
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Invoice No.	Dated
PS/20-21/ 365	**16-Sep-2020**
Delivery Note **Invoice**	
Supplier's Ref.	Other Reference(s) **Credit**
Buyer's Order No. **70274**	Dated **9-Sep-2020**
Despatch Document No. **Invoice**	Delivery Note Date **16-Sep-2020**
Despatched through **Self**	Destination **Cherlapally**

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Tile Grout (Ivory)**	3214	18 %	**100 Kg**	34.50	Kg		**3,450.00**
	Output CGST							**310.50**
	Output SGST							**310.50**
	Total			**100 Kg**				**₹ 4,071.00**

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 69613
Date 22/9
Sign.

Amount Chargeable (in words) E. & O.E
Indian Rupees Four Thousand Seventy One Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3214	3,450.00	9%	310.50	9%	310.50	621.00
Total	**3,450.00**		**310.50**		**310.50**	**621.00**

Tax Amount (in words) : **Indian Rupees Six Hundred Twenty One Only**

Company's PAN : **ACWPG4864A**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

PRAFUL SANITARY HIMAYATNAGAR HYDERABAD-29.

for Praful Sanitary

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

INWARD	
Inward No: 4924	Dt: 18/9/20
MRN No: 8334	Dt: 18/9/20
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

Purchase Order

 09-09-2020 3:18:16 PM Origina

70274
08.09.20 12:15:09

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**	70274	14882
3-6-138/5, Himayat Nagar, Hyderabad.	**Doc Date**	09-09-2020	
	Quote No	Nil	
GSTIN 36ACWPG864A1ZG 40077300	**Quote Date**	09-09-2020	
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	3134 - Chemicals - Tile Grout - 1kg - pkts *silk*	100.00	34.50	0.00	18.00	4,071.00
				Total Order Value . . .		**4,071.00**

Rupees : Four Thousand Seventy One Only.

Terms and Conditions :-

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

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

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 is for Stock purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For ***Summit Sales LLP***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Praful Sanitary***

Name :

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	8.9.2020
Site & Phase :	SHLLP	Time:	16.30
Supplier		Req. No.	14882
Material required before date:		ID No.	59739

No	Description	Size	Quantity	Units	Inward No	Date
1	HOLD FAST 70273	4"	200	KGS		
2	TILE GROUT 70274	SILK	100	KGS		
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						

Remarks: For stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	8.9.2020	Sign. & Date	APPROVED BY - 9 SEP 2020 SOHAM MODI MANAGING DIRECTOR

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