PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 25/9/20. | Prepared by: | SOWMYA |
| PO/WO no. | 70480 | PO / WO Date. | 16/9/20. |
| Supplier Name | Jinkrupa Agency | PO/WO amount | 17,700. |
| Firm/Company | SSllp | Project | Shllp |
| ~~Sl. No.~~ | ~~Bill No.~~ | ~~Bill Date~~ | ~~Bill amount~~ |
| 1. | 1866 | 16/9/20 | 17,700 |
| 2. | | | |
| 3. | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 17,700 |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | | | 83289 | ☑ 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: | 17,700 |
| Amount E – PO / WO value: | 17,700 |
| 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 | **3.10.2020** |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Sowmya | | APPROVED 29 SEP 2020 MINISH PARIKH MANAGER PROCUREMENT | | | | |
| Date | 25/9/20. | | | | | | |

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/-

GST No. : 36AEMPM4587N1ZL **TAX INVOICE** ✆ : 27710119

**CASH / CREDIT**

# JINKRUPA AGENCY

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

1866

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

3" Credit 05/10/20

No. Date 16/09/2020

M/s. Summit Sales LLP

P.O No 70480 Party's GST No. 36ACQFS2044C1Z7

| Quantity | DESCRIPTION | RATE | AMOUNT Rs. | P. |
|---|---|---|---|---|
| 20 | roll. 20 mm Pvc Breader Pipe (600 mts) | 750/- | 15000 | /- |
| | MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 69674 Date 28/9 Sign. | | | |
| | Certified by: Stores Manager | | | |
| | Total Rs. 17,700/- | | | |
| | INWARD<br>Inward No: 14937 Dt: 22/9/20<br>MRN No: 83289 Dt: 23/9/20<br>Received By: Sign:<br>SUMMIT SALES LLP | | | |
| | E & O.E. | | | |
| | | Total | 15000 | /- |
| | | SGST@ 9% | 1350 | /- |
| | | CGST@ 9% | 1350 | /- |
| | | IGST@ | — | |
| | | Grand Total | 17700 | /- |

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

For **JINKRUPA AGENCY**

# Purchase Order

Page(s) 1 Of 1    16-09-2020 3:36:13 PM

70480
14.09.20 5:37:49

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<br>4-3-75/3, Hill Street, Sec-Bad -500 003 | **Doc No** | 70480 | 14896 |
| | **Doc Date** | 16-09-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AEMPM4587N1ZL | **Quote Date** | 16-09-2020 | |
| 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<br>*3/4" 20 nos* | 600.00 | 25.00 | 0.00 | 18.00 | 17,700.00 |
| | | | | | **Total Order Value . . .** | **17,700.00** |

Rupees : Seventeen Thousand Seven Hundred 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<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>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 : 16/09/2020

Accepted the above Terms And Conditions

For ***Jinkrupa Agency***

Name : ____________________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | SSLLP | Date: | 14.09.2020 |
| Site & Phase : | SHLLP | Time: | 15.30 |
| Supplier | | Req. No. | 14896 |
| Material required before date: | | ID No. | 59889 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | UPVC TANK NIPPAL 70479 | 1/2" | 25 | NOS | | |
| 2 | ARALDITE | | 10 | NOS | | |
| 3 | GREEN HOSE PIPE 70480 | | 20 | BDL | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
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| 15 | | | | | | |
| 16 | | | | | | |

Remarks: FOR STOCK MAINTENANCE AND STAFF USE

| | | | |
|---|---|---|---|
| Prepared By | SOWMYA | Approved by | APPROVED BY |
| Sign.& Date | 14.9.2020 | Sign. & Date | 15 SEP 2020 SOHAM MODI MANAGING DIRECTOR |

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