

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: <u>6/10/20.</u>		Prepared by: D.SOWMYA	
PO/WO no. <u>70756.</u>		PO / WO Date. <u>25/9/20.</u>	
Supplier Name <u>Jai Sni Rama Cover Blocks.</u>		PO/WO amount <u>5,015</u>	
Firm/Company <u>sslp</u>		Project <u>Skhp.</u>	
Sl. No.	Bill No.	Bill Date	Bill amount
1	<u>074</u>	<u>29/9/20.</u>	<u>5,015</u>
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			<u>5,015</u>
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.	<u>45</u>	<u>29/9/20.</u>	<u>NA 83521</u> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2.			<input type="checkbox"/> Yes <input type="checkbox"/> No
3.			<input type="checkbox"/> Yes <input type="checkbox"/> No
Amount B –Other Credits :_Transportation charges			<u>-</u>
Amount C –Other Debits :			<u>-</u>
Amount D (D=A+B-C) – Amount to be credited to the supplier:			<u>5,015</u>
Amount E – PO / WO value:			<u>5,015</u>
Amount F – Difference (A – E): GST-18%			<u>-</u>
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)	
Is difference between PO / Bill acceptable?		<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)	
Excess / short material received		<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)	
Close PO / W?O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)	
Advance paid / PDC given (deduct when paying)		<input type="checkbox"/> Yes – Rs. ___/- <input type="checkbox"/> No	
Payment – due date		<u>10.10.2020</u>	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager M D
Sign:	<u>Sowmya</u>	<u>[Signature]</u>	<u>[Signature]</u>
Date	<u>6/10/20</u>	<u>19/10</u>	<u>19 OCT 2020</u>
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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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/-

JAI SRI RAMA COVER BLOCKS

Plot No: 266, Near Ice Factory, Gandimaisamma X Road,
Bowrampet, Ranga Reddy, Telangana -500055

TAX INVOICE

To M/S Summit sales LLP-4- 187/3&4, 11nd floor, MG road, secundrabad. 500003 GSTIN - 36ACQFS2044C1Z7		INVOICE NO:074 INVOICE DATE: 29-09-2020 GST: 36CQWPD4814M1Z9 DOCNO :70756			
S.NO	DESCRIPTION	UOM	QTY	RATE	AMOUNT
1	20/25/40/50 mm Cement Cover blocks	Nos	5000	0.85	4250.00
TOTAL AMOUNT					4250.00
SGST 9%					382.50
CGST 9%					382.50
GRAND TOTAL					5015.00
Thanking You,		Yours Faithfully FOR JAI SRI RAMA COVER BLOCKS  Proprietor			

INWARD	
Inward No: 14984	Dt: 29/9/20
MRN No: 83521	Dt: 29/9/20
Received By:	Sign: 
SUMMIT SALES LLP	

Certified by:  Stores Manager

Purchase Order

Printed On: 25-09-2020 4:59:21 PM
Original / Other Copy / Purchase In Copy

From Company : **Summit Sales LLP**
 5-4-187/364,11 nd floor, MG Road, Secunderabad-500003.
 GST No. : 36ACGF52044C1Z7

Supplier Details
 Jai Sri Rama Cover Blocks
 Bommarapet, Rangsa Reddy, Telangana
 GSTIN : 36BTVPD4864JZ20
 9052121934 818303464

Kind Attn : Chandan Mishra

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1.6094 - Miscellaneous - Spacers - Other - nos	5,000.00	0.85	0.00	18.00	5,015.00
Total Order Value . . .					5,015.00

Rupres : Five Thousand Fifteen Only.

Terms and Conditions :-
 Specification / Brand : As per detail given in the quotation.
 Payment Terms : After Delivery & Production of bill.
 Tax : Inclusive of all taxes.

Doc No : 70756 14929
 Doc Date : 25-09-2020
 Quote No : Nil
 Quote Date : 25-09-2020
 Supply Type : Supply

Remarks:
 Prepared by
 Sign & Date
 etc. On

Purchase Order

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From Company : **Summit Sales LLP**
5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

Jai Sri Rama Cover Blocks
Bowrampet, Ranga Reddy, Telangana

GSTIN 36BTVPD4864J2ZO
9052171934

8185035464

Doc No	70756	14929
Doc Date	25-09-2020	
Quote No	Nil	
Quote Date	25-09-2020	
SupplyType	Supply	

Kind Attn : Chandan Mishra

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6094 - Miscellaneous - Spacers - Other - nos	5,000.00	0.85	0.00	18.00	5,015.00
Total Order Value . . .					5,015.00

Rupees : Five Thousand Fifteen Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

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.

Penalty 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 : 

Name : _____

Accepted the above Terms And Conditions

For **Jai Sri Rama Cover Blocks**

Date : ___/___/___

Requisition Form

Company Name:	SSLLP	Date:	23.09.2020
Site & Phase :	SHLLP	Time:	16.00
Supplier		Req. No.	14929
Material required before date:		ID No.	60160

No	Description	Size	Quantity	Units	Inward No	Date
1	ODONIL		50	NOS		
2	SCRUBBERS		36	NOS		
3	YELLOW CLOTH		120	NOS		
4	DETTOL HAND WASH		48	NOS		
5	SANTOOR HAND WASH		36	NOS		
6	DETTOL LIQUID	500ML	24	NOS		
7	HARPIC		48	NOS		
8	COLIN		24	NOS		
9	PHYNIL		20	NOS		
10	WIPER		20	NOS		
11	MOP STICK		30	NOS		
12	BOMBAY BROOMS	BIG	20	NOS		
13	DOOR MAT	2X4	12	NOS		
14	AIR PACKET		24	NOS		
15	AIR FRESHNER		24	NOS		
16	HACKSAW BLADE	DOUBLE	500	NOS		
17	HACKSAW BLADE	SINGLE	500	NOS		
18	SPADE WITH HANDLE		20	NOS		
19	SPACERS 20256	ALL IN ONE	5000	NOS		
20						
21						
22						

Remarks: FOR STOCK MAINTENANCE AND SITES USE

Prepared By	SOWMYA	Approved by	
Sign. & Date	23.9.2020	Sign. & Date	

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



APPROVED BY
25 SEP 2020
SOHAM MODI
MANAGING DIRECTOR