PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23.10.20	Prepared by:	T.Bhasker
PO/WO no.	7147	PO / WO Date.	9/10/20
Supplier Name	Akshaya trading	PO/WO amount	20473
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	842	15/10/20	20473
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			20473

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			~~NA~~ 84016	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits :Transportation charges	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	20473
Amount E – PO / WO value:	20473
Amount F – Difference (A – E): GST-18%	—

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	30/10/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 24 OCT 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	23.10.20						

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. 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/-

TAX INVOICE

Cell : 9959611144
9381004542

AKSHAYA TRADERS

Suppliers : BOMBAY BROOMS, SPONGES, GOA ROPES,
BLUE SHEETS, DIAMOND MESH, FOAM SHEETS Etc.
H.No.6-4-392/1, New Bholakpur, Secunderabad-500 003.T.S.
GSTIN : 36BFYPA0121A1Z3

Invoice No. 842

Date 15/10/2020

Name Summit sales LLP GSTIN 36ACORS2044C1Z7

Address .... P.O No. 71147

.... State .... State Code ....

Sl. No	PARTICULARS	HSN CODE	Qty	Rate	Amount	5%	12%	18%	Amount
1	Goa Rope	8630	20	150	3000		360		3360/-
2	G.I Buckets	1720	36	110	3960			712.8	4672.8/-
3	Bombay Broom (Big)	9603	50	50	2500	—	—	—	2500/-
4	Blue covers 18x18	8340	10	280.8	2808			505.44	3313.44/-
5	Blue covers 18x24	8460	10	561.6	5616			1010.88	6626.88/-
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

MODI PROPERTIES PVT. LTD. SECBAD
INWARD No. 10326 Dt. 22/10 Sign.

INWARD
Inward No: 15070 Dt: 19/10/20
MRN No: 84111 Dt: 19/10/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

Mode of Payment :
Cash/Cheque/Cheque No

INWARD
Inward No: 15062 Dt: 15/10/20
MRN No: 84016 Dt: 15/10/20
Received By: Sign:
SUMMIT SALES LLP

Total Amount	17884/-
Add CGST 9%	1294.56
Add SGST 9%	
Total GST	2589.12
Total Amount	20473.12/-

Rupees In Words............

Receiver's Signature

For Akshaya Traders
Proprietor

Purchase Order

 09-10-2020 5:46:26 PM

71147
08.10.20 5:21:49

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

Supplier Details			
Akshaya Traders	**Doc No**	71147	168032
6-4-392/1, New Bholakpur, Secunderbad	**Doc Date**	09-10-2020	
	Quote No	Nil	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	09-10-2020	
9381004542 9959611144	**SupplyType**	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6025 - Miscellaneous - Gova rope - NA - bundles	20.00	150.00	0.00	12.00	3,360.00
2	6023 - Miscellaneous - GI- Bucket - other - nos	36.00	110.00	0.00	18.00	4,672.80
3	4003 - Consumables - Bombay Broom - Big - nos	50.00	50.00	0.00	0.00	2,500.00
4	6010 - Miscellaneous - Plastic Blue Sheet - 18 ft x 12 ft - sft *10 nos*	2,160.00	1.30	0.00	18.00	3,313.44
5	6011 - Miscellaneous - Blue Sheet - 24 Ft x18 Ft - sft *10 nos*	4,320.00	1.30	0.00	18.00	6,626.88
	Total Order Value . . .					**20,473.12**

Rupees : Twenty Thousand Four Hundred Seventy Three and Paise Twelve Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST 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 items not confirming to qlty & specs. Breakage in your account. Above order for Stock maintain purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

Name :

Accepted the above Terms And Conditions
For *Akshaya Traders*

Name :

Date : _/_/_