PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 29/10/2020 | Prepared by: | NEHA |
| PO/WO no. | 70976 | PO / WO Date. | 05/10/2020 |
| Supplier Name | Global Safety Solutions | PO/WO amount | 4,515/- |
| Firm/Company | SSLLP | Project | SHLLP |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 1311 | 12/10/2020 | 4,515/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 4,515/- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | | | ~~84025~~ 84390 | □ 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: | 4,515/- |
| Amount E – PO / WO value: | 4,515/- |
| 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 | 02/11/2020 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Neha | [signature] | APPROVED 01 NOV 2020 | | | | |
| Date | 29/10/2020 | 31/10 | 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/-

Tax Invoice (ORIGINAL FOR RECIPIENT)

| | | |
|---|---|---|
| **GLOBAL SAFETY SOLUTIONS**<br>#5-5-48 Ranigunj,<br>Secunderabad-500003<br>GSTIN/UIN: 36AAOFG9573A1Z5<br>State Name : Telangana, Code : 36<br>Contact : 9581228898/9502555088<br>E-Mail : gss.infoteam@gmail.com | Invoice No.<br>**1311** | Dated<br>**12-Oct-2020** |
| | Delivery Note | Mode/Terms of Payment |
| | Supplier's Ref. | Other Reference(s) |
| Buyer<br>**Summit Sales LLP**<br>M G Road, Secunderabad<br>GSTIN/UIN : 36ACQFS2044C1Z7<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**70976-168016** | Dated<br>**12-Oct-2020** |
| | Despatch Document No. | Delivery Note Date |
| | Despatched through | Destination |
| | Terms of Delivery | |

| Sl No. | Description of Goods | HSN/SAC | GST Rate | Quantity | Rate | per | Disc. % | Amount |
|---|---|---|---|---|---|---|---|---|
| 1 | **Safety Belt Half Body** | 63072090 | 5 % | **20.00 Nos** | 215.00 | Nos | | **4,300.00** |
| | *CGST@2.5%* | | | | 2.50 | % | | **107.50** |
| | *SGST@2.5%* | | | | 2.50 | % | | **107.50** |
| | Total | | | **20.00 Nos** | | | | **₹ 4,515.00** |

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 70483
Date 27/10

Amount Chargeable (in words) E. & O.E

**INR Four Thousand Five Hundred Fifteen Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 63072090 | 4,300.00 | 2.50% | 107.50 | 2.50% | 107.50 | 215.00 |
| **Total** | **4,300.00** | | **107.50** | | **107.50** | **215.00** |

Tax Amount (in words) : **INR Two Hundred Fifteen Only**

Company's PAN : **AAOFG9573A**

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

Company's Bank Details
Bank Name : **AXIS BANK**
A/c No. : **919020070179320**
Branch & IFS Code : **MG Road, Secunderabad & UTIB0000068**

Customer's Seal and Signature

for GLOBAL SAFETY SOLUTIONS

Authorised Signatory

GLOBAL SAFETY SOLUTIONS

This is a Computer Generated Invoice

| INWARD | |
|---|---|
| Inward No: 15114 | Dt: 24/10/20 |
| MRN No: 84390 | Dt: 24/10/20 |
| Received By: | Sign: |
| SUMMIT SALES LLP | |

Certified by:

Stores Manager

# Purchase Order

 05-10-2020 4:07:55 PM

70976
30.09.20 4:15:46

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

| **Supplier Details** | | | |
|---|---|---|---|
| Global Safety Solutions | **Doc No** | 70976 | 168016 |
| 5-5-48, Ranigunj, secunderbad | **Doc Date** | 05-10-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AAOFG9573A1Z5 | **Quote Date** | 05-10-2020 | |
| 9502555088/9581228898 | **SupplyType** | Supply | |

**Kind Attn : Mr.Qasim Hussain/AQ Shakir**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 9555 - Tools - Safety belt - other - nos<br>*1/2 body* | 20.00 | 215.00 | 0.00 | 5.00 | 4,515.00 |
| | | | **Total Order Value . . .** | | | **4,515.00** |

Rupees : Four Thousand Five Hundred Fifteen Only.

**Terms and Conditions :-**

| | |
|---|---|
| **Specification / Brand** | As per details given in the quotation. |
| **Payment Terms** | After delivery and production of bill |
| **Tax** | Included in the above prices |
| **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 resreve the rights to reject the items if not as specified, any damages are in suppliers account, above order is for Stock purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | Nil |

For ***Summit Sales LLP***

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

For ***Global Safety Solutions***

Name : ______________________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | SSLLP | Date: | 30.09.2020 |
| Site & Phase : | SHLLP | Time: | 16.00 |
| Supplier | | Req. No. | 168016 |
| Material required before date: | | ID No. | 60379 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | SPACERS 70973 | ALL IN ONE | 10000 | NOS | | |
| 2 | TEFLON TAPES 70974 | | 500 | NOS | | |
| 3 | SPADE WITH HANDLE 70975 | | 30 | NOS | | |
| 4 | SAFETY BELT 70976 | | 20 | NOS | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| | | | | | | |
| | | | | | | |
| 11 | | | | | | |
| 12 | | | | | | |
| | | | | | | |

Remarks: FOR STOCK MAINTENANCE

| | | | |
|---|---|---|---|
| Prepared By | SOWMYA | Approved by | |
| Sign.& Date | 30.9.2020 | Sign. & Date | |

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

APPROVED BY
01 OCT 2020
SOHAM MODI
MANAGING DIRECTOR