PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	07/11/20	Prepared by:	Kurthi
PO/WO no.	71315	PO / WO Date.	15/10/20
Supplier Name	Patel & Company	PO/WO amount	272,623.15/-
Firm/Company	Summit sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1502	4/11/20	33,791/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			33,791/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			84895	☑ 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:	33,791
Amount E – PO / WO value:	272,623.15/-
Amount F – Difference (A – E): GST-18%	238,832.15/-

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	13/11/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Kurthi	[signature]	APPROVED 09 NOV 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	7/11	9/11					

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)

PATEL & CO
H.NO.8-7-177/5, PLOT NO.4 & 21,
SWARNADHAMA NAGAR,DAIRY FARM ROAD,
OLD BOWENPALLY,SECUNDERABAD -11
GSTIN/UIN: 36AEJPP6112M1Z6
State Name : Telangana, Code : 36
E-Mail : PATEL319@YMAIL.COM / PATELMKJ319@GMAIL.COM

Invoice No. 1502	Dated 4-Nov-2020
Delivery Note 1502	Mode/Terms of Payment
Supplier's Ref. SAIRAM	Other Reference(s)
Buyer's Order No. ~~1502~~ 71315	Dated 4-Nov-2020
Despatch Document No.	Delivery Note Date 4-Nov-2020
Despatched through	Destination
Terms of Delivery	

Buyer
SUMMIT SALES LLP
5-4-187/3 &4,2ND FLOOR,
M.G ROAD,SECUNDERABAD
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**S1041108 Cordo 'p' White**	69101000	**10.00 nos**	4,590.00	nos	52.55 %	**21,779.55**
2	**B1520112 Croft S/c White**	39222000	**10.00 nos**	1,445.00	nos	52.55 %	**6,856.53**
							28,636.08
	SGST Output						**2,577.25**
	CGST Output						**2,577.25**
	Roundoff						**0.42**
	Total		**20.00 nos**				**₹ 33,791.00**

INWARD No. 70922 Date 06/11 Sec. Neha
MODI PROPERTIES PVT. LTD SEC'BAD

INWARD
Inward No: 15199 Dt: 4/11/20
GRN No: 84895 Dt: 5/11/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

Amount Chargeable (in words) E. & O.E
INR Thirty Three Thousand Seven Hundred Ninety One Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
69101000	21,779.55	9%	1,960.16	9%	1,960.16	3,920.32
39222000	6,856.53	9%	617.09	9%	617.09	1,234.18
Total	28,636.08		2,577.25		2,577.25	5,154.50

Tax Amount (in words) : **INR Five Thousand One Hundred Fifty Four and Fifty paise Only**

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 : **Hdfc Bank 3498**
A/c No. : **50200023943498**
Branch & IFS Code : **Malkajgiri & HDFC0001022**

Customer's Seal and Signature

for PATEL & CO
Authorised Signatory

This is a Computer Generated Invoice

 15-10-2020 5:04:31 PM

Purchase Order

71315
10.10.20 12:34:48

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

Supplier Details			
Patel & Company	**Doc No**	71315	168042
Malikarjuna Nagar, Malkajgiri	**Doc Date**	15-10-2020	
	Quote No	Nil	
GSTIN 36AEJPP6112M1Z6	**Quote Date**	10-08-2020	
27050751 8143444221	**SupplyType**	Supply	

Kind Attn : Mr.Praful

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	10232 - Plumbing - sanitary - EWC + flush tank + seat cover - NA - nos *S1031102 white*	20.00	12,250.00	52.55	18.00	137,177.95
2	7321 - Plumbing - sanitary - Washbasin - other - nos *S2040105 white*	40.00	1,755.00	52.55	18.00	39,305.68
3	7348 - Plumbing - sanitary - Pedastal - NA - nos *S2090103 white*	40.00	1,645.00	52.55	18.00	36,842.08
4	7310 - Plumbing - sanitary - Sink - other - nos *B4621104*	10.00	3,750.00	42.37	18.00	25,501.28
5	7296 - Plumbing - sanitary - EWC -Wall hung - NA - nos *S1041108 white*	10.00	4,590.00	52.55	18.00	25,699.87
6	7309 - Plumbing - sanitary - Seat Cover - NA - nos *B1520112*	10.00	1,446.00	52.55	18.00	8,096.30
					Total Order Value . . .	**272,623.15**

Rupees : Two Lakh(s) Seventy Two Thousand Six Hundred Twenty Three and Paise Fifteen Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Cera' brand,
Payment Terms	100% as advance
Tax	GST included in above price.
Delivery Date	Within 3 days
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	Rs........./-vide cheq.no....... dtd.......of Yes bank
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for stock maintain purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

Part Bill received
Bill no : 1502
date : 04/11/2020
amt : 33,791/-
Bal amt receivable 12,38,832/-
Neha
07/11/2020

For *Summit Sales LLP*

Authorised Signatory

Accepted the above Terms And Conditions

For *Patel & Company*

Date : __/__/____

Requisition Form

y Name:	SSLLP	Date:	13.10.20
Phase :	SHLLP	Time:	14.00
pplier		Req. No.	168042
Material required before date:		ID No.	60727

No	Description	Size	Quantity	Units	Inward No	Date
1	EWC SET WHITE		30	SET		
2	WASH BASIN WHITE 71318		40	NOS		
3	PEDASTAL WHITE		40	NOS		
4	WASH BASIN RAG BOLT		40	NOS		
5	WALL BASIN RAG BOLT		40	NOS		
6	SS SINK	20X 17	10	NOS		
7						
8						
10						
11						
12						
13						

APPROVED
15 OCT 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: FOR STOCK AND SITE PURPOSE

Prepared By	HEMENDRA	Approved by	
Sign.& Date	13.10.20	Sign. & Date	

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