PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	70324	PO / WO Date.	10/9/20.
Supplier Name	Atlas Security & Safety Inc	PO/WO amount	2,789
Firm/Company	Ssllp	Project	Shllp.
Sl. No.	Bill No.	Bill Date	Bill amount
1	1005/20-21	28/10/20.	2,789
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,789.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			84782	☑ 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:	2,789
Amount E – PO / WO value:	2,789
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	**14.11.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	10/11/20.	10/11/20					

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

(ORIGINAL FOR RECIPIENT)

Atlas Security & Safety Inc 4-4-84, Mahankali Street Ranigunj Secunderabad 500 003 GSTIN/UIN: 36AAMFA1505E1ZX State Name : Telangana, Code : 36 E-Mail : atlassecuritysafety@gmail.com	Invoice No. **1005/20-21**	Dated **28-Oct-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Consignee **Summit Sales LLP** 5-4-187/3&4,II Nd Floor, M.G.Road, Secunderabad -500003. GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **70324/14885**	Dated **10-Sep-2020**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
Buyer (if other than consignee) **Summit Sales LLP** 5-4-187/3&4,II Nd Floor, M.G.Road, Secunderabad -500003. GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Safety Belt**	63072090	12 %	**10 No**	249.00	No		**2,490.00**
	SGST							**149.40**
	CGST							**149.40**
	ROUND OFF							**0.20**
	Total			**10 No**				**₹ 2,789.00**

MODI PROPERTIES PVT. LTD. SECBAD INWARD No. 70759 Date 04/11 Sign

INWARD
Inward No: 1556 Dt: 20/10/20
MRN No: 84782 Dt: 03/11/20.
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

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

Indian Rupees Two Thousand Seven Hundred Eighty Nine Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
63072090	2,490.00	6%	149.40	6%	149.40	298.80
Total	**2,490.00**		**149.40**		**149.40**	**298.80**

Tax Amount (in words) : **Indian Rupees Two Hundred Ninety Eight and Eighty paise Only**

Company's VAT TIN : **36850234809**
Company's CST No. : **CST:SEC/09/01/3201/05-06**
Company's PAN : **AAMFA1505E**

Company's Bank Details
Bank Name : **Kotak Mahindra Bank (0554 218 0000 100)**
A/c No. : **05542180000100**
Branch & IFS Code : **S.D.Road & KKBK0000554**

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

for Atlas Security & Safety Inc

Authorised Signatory

This is a Computer Generated Invoice

12-09-2020 10:40:53 AM

Purchase Order

70324

08.09.20 12:18:45

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

Supplier Details			
Atlas Security & Safety Inc #4-4-84, Mahankali Street, Ranigunj, Secunderabad - 500 003.	**Doc No**	70324	14885
	Doc Date	10-09-2020	
	Quote No	Nil	
GSTIN 36AAMFA1505E1ZX	**Quote Date**	10-09-2020	
040 - 66333053 9705227773	**SupplyType**	Supply	

Kind Attn : Mr. Hasnain Khorakiwala

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9555 - Tools - Safety belt - other - nos	10.00	249.00	0.00	12.00	2,788.80
	Total Order Value . . .					**2,788.80**

Rupees : Two Thousand Seven Hundred Eighty Eight and Paise Eighty 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.
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 purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Atlas Security & Safety Inc***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	9.9.2020
Site & Phase :	SHLLP	Time:	16.30
Supplier		Req. No.	14885
Material required before date:		ID No.	59781

No	Description	Size	Quantity	Units	Inward No	Date
1	RECRON 70323		20	BAGS		
2	GI BUCKETS		24	NOS		
3	SAFETY BELT 70324		10	NOS		
4	WIPER		20	NOS		
5	BOMBAY BROOMS 70322	BIG	50	NOS		
6	LIZOL		72	NOS		
7	CLEANING BRUSH 70326		20	NOS		
8						
9						
10						
11						
12						
13						
14						
15						
16						

Remarks: For stock maintenance and site use

Prepared By	SOWMYA	Approved by	APPROVED BY
Sign.& Date	9.9.2020	Sign. & Date	09 SEP 2020 SOHAM MODI MANAGING DIRECTOR

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