PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	24/11/20	Prepared by:	Prabhakar.P
PO/WO no.	71769	PO / WO Date.	31-10-20
Supplier Name	Global Safety Solutions	PO/WO amount	2,596-00
Firm/Company	Summit Sets LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1328	6/11/20	2,596-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,596-00

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.				☑ 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:	2,596-00
Amount E – PO / WO value:	2596-00
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	**30-11-20**
Remarks: Final bill	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		24/11/20					

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)

GLOBAL SAFETY SOLUTIONS #5-5-48,Ranigunj, Secunderabad-500003 GSTIN/UIN: 36AAOFG9573A1Z5 State Name : Telangana, Code : 36 E-Mail : gss.infoteam@gmail.com	Invoice No. **1328**	Dated **6-Nov-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **Summit Sales LLP** M G Road, Secunderabad GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **71769-168088**	Dated **6-Nov-2020**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery 18/11/20	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Measuring Tape with Spirit Level** *5 Mtr*	9026	18 %	**20.00 Nos**	110.00	Nos		**2,200.00**
	CGST@9%				9	%		**198.00**
	SGST@9%				9	%		**198.00**
	Total			**20.00 Nos**				**₹ 2,596.00**

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 7325 Date 19/11/20 Sign.

INWARD
Inward No: 15261 Dt: 17/11/20
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

Amount Chargeable (in words)

E. & O.E

INR Two Thousand Five Hundred Ninety Six Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
9026	2,200.00	9%	198.00	9%	198.00	396.00
Total	**2,200.00**		**198.00**		**198.00**	**396.00**

Tax Amount (in words) : **INR Three Hundred Ninety Six 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

Purchase Order

  04-11-2020 1:07:48 PM

71769
30.10.20 4:42:54

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**	71769	168088
5-5-48, Ranigunj, secunderbad	**Doc Date**	31-10-2020	
	Quote No	Nil	
GSTIN 36AAOFG9573A1Z5	**Quote Date**	31-10-2020	
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	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	20.00	110.00	0.00	18.00	2,596.00
					Total Order Value . . .	**2,596.00**

Rupees : Two Thousand Five Hundred Ninty Six 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 : 06/11/2020

Accepted the above Terms And Conditions

For ***Global Safety Solutions***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	28.10.2020
Site & Phase :	SHLLP	Time:	16.30
Supplier		Req. No.	168088
Material required before date:		ID No.	61083

No	Description	Size	Quantity	Units	Inward No	Date
1	Measurement tapes 7,769	5mtrs	20	nos		
2	Bombay nails	21/2"	20	kgs		
3	Bombay nails	2"	20	kgs		
4	Bombay nails 7,768	3"	20	kgs		
5	Plastic gampa 7,770		60	nos		
6	Crack fill paste	1 kg	10	nos		
7	Plasticizers 7,767	20ltrs	2	cans		
8						
9						
10						

Remarks:FOR STOCK MAINTENANCE

Prepared By	SOWMYA	Approved by	
Sign.& Date	28.10.2020	Sign. & Date	

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

APPROVED BY
30 OCT 2020
SOHAM MODI
MANAGING DIRECTOR