PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/12/20	Prepared by:	Prabhakar.P
PO/WO no.	2089	PO / WO Date.	11.11.20
Supplier Name	Sri Kripa Agency	PO/WO amount	26,550/-
Firm/Company		Project	87+LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1917	17/11/20	26,550-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			26,550-00

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			1917	☑ 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:				26,550-00
Amount E – PO / WO value:				26,550
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	7/12/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		3/12					

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/-

©: 27710119

GST No. : 36AEMPM4587N1ZL **TAX INVOICE** **CASH / CREDIT**

JINKRUPA AGENCY

Authorised Dealers For: STERLING & DHARANI WATER PUMPS,
STERLING & DHARANI SUBMERSIBLE PUMPS
STERLING, MARUTI, AJAY & PREMIER ISI HDPE PIPES
4-3-75/3, HILL STREET, SECUNDERABAD - 500 003.

1917

30 Credit

Date 17/11/2020

No.

M/s. Summit Sales LLP

P.O. No. 72089 Party's GST No. 36ACQFS2044C1Z7

Quantity	DESCRIPTION	RATE	AMOUNT Rs.	P.
30	roll 20mm Green Breaded 30mts each (900 mts)	750	22500	–
		Total	22,500	–
		SGST@9%	2025	–
		CGST@ 9%	2025	–
		IGST@	–	
		Grand Total	26550	–

27-11-20

INWARD
Inward No: 15285 Dt: 21/11/20
GRN No: 85482 Dt: 28/11/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 71634
Date 27/11
Sign. [illegible]

Total Rs 26,550/-

E & O. E.

For JINKRUPA AGENCY

Goods once sold cannot be taken back or exchanged.
No guarantee for Electricals & Pump.
Subject to Secunderabad Jurisdiction.

Purchase Order

 11-11-2020 2:42:34 PM

72089
06.11.20 4:55:09

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

Supplier Details			
Jinkrupa Agency 4-3-75/3, Hill Street, Sec-Bad -500 003 **GSTIN** 36AEMPM4587N1ZL 2771-0119 98496-06725	**Doc No**	72089	168118
	Doc Date	11-11-2020	
	Quote No	Nil	
	Quote Date	11-11-2020	
	SupplyType	Supply	

Kind Attn : Mr. Hemal H. Mehta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7353 - Plumbing - other - Green Hose pipe - Other - Mtrs *30 bundles*	900.00	25.00	0.00	18.00	26,550.00
	Rupees : Twenty Six Thousand Five Hundred Fifty Only.				**Total Order Value . . .**	**26,550.00**

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes 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 to reject items not conforming to quality and specifications. Above order for Stock maintaince purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***
Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions
For ***Jinkrupa Agency***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	9.11.2020
Site & Phase :	SHLLP	Time:	15.30
Supplier		Req. No.	168118
Material required before date:		ID No.	61405

No	Description	Size	Quantity	Units	Inward No	Date
1	GREEN HOSE PIPE		30	NOS		
2	72089					
3						
4						
5						
6						
7						
8						
9						

Remarks: FOR STOCK MAINTENANCE AND SITE USE

Prepared By	SOWMYA	Approved by	
Sign.& Date	9.11.2020	Sign. & Date	

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

11 NOV 2020