PURCHASE DIVISION

Advice for approval for credit to supplier

Date: 07/12/20		Prepared by:	Neha
PO/WO no.	72162	PO / WO Date.	16/11/20
Supplier Name	Sri laxmi Ganesh steels & Hardware	PO/WO amount	5,432.72/-
Firm/Company	SSIIP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	785	20/11/20	5,433/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5,433/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			85656	☑ 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:				5,433/-
Amount E – PO / WO value:				5,433/-
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 be~~low)
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	14/12/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Keerthi	[signature]					
Date	07/12/20	7/12					

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 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. 000/- 7. MD to approve all bills above 1,00,000/-

GSTIN - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals
6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.
Email : srilaxmiganeshsteels@gmail.com Po No 72162

M/s. Summit Sales LLP
MG. Road

Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 785
Date : 20/11/20
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Machine Blade 14"	12 No	135/-	1620	00
	Welding Rod	6 No	225/-	1350	00
	Cutting Blades 4"	24 No	16/-	384	00
	Grinding Wheel	50 Nos	25/-	1250	00
			Total	4,604	00
			SGST @ 9 %	414	36
			CGST @ 9 %	414	36
			IGST @ 18 %		
			Roundup		28
			Grand Total	5433	00

INWARD
Inward No: 10410 Dt: 21/11/20
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 71904
Date 08/12
Sign. Neha

Certified by:

Stores Manager

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words :

INWARD
Inward No: 15305 Dt: 25/11/20
MRN No: 85656 Dt: 25/11/20
Received By: Sign:
SUMMIT SALES LLP

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

 16-11-2020 14:48:37

72162
06.11.20 4:56:38

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

Supplier Details			
Sri Laxmi Ganesh Steels & Hardware	**Doc No**	72162	168129
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	16-11-2020	
	Quote No	Nil	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	16-11-2020	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9550 - Tools - Machine Blade - other - nos *Cutting blade Norton 14"*	12.00	135.00	0.00	18.00	1,911.60
2	9574 - Tools - Welding Rod - NA - nos	6.00	225.00	0.00	18.00	1,593.00
3	9550 - Tools - Machine Blade - other - nos *Cutting blade 4"*	24.00	16.00	0.00	18.00	453.12
4	9533 - Tools - Grinding Wheel - 4 In - nos	50.00	25.00	0.00	18.00	1,475.00
					Total Order Value . . .	**5,432.72**

Rupees : Five Thousand Four Hundred Thirty Two and Paise Seventy Two Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation. Welding rod - Mangalam brand.
Payment Terms	100% as advance at the time of 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	Rs. 5,433/- to be pay vide cheque no. dt.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for MS Fabrication work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*

Authorised Signatory

16/11/2020

Name : ______

Name : ______

Accepted the above Terms And Conditions

For *Sri Laxmi Ganesh Steels & Hardware*

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	13.11.2020
Site & Phase :	SHLLP	Time:	16.00
Supplier	Sri Laxmi Ganesh.	Req. No.	168129
Material required before date:		ID No.	61539

No	Description	Size	Quantity	Units	Inward No	Date
1	Cutting wheel	14"	12	nos	135+18%.	Ganesh.
2	Cutting wheel	4"	2	boxes	~~88~~ 16+18%.	
3	Grinding wheel		1	box	25+18%.	
4	Arc welding rods		6	boxes	225+18%.	
5						
6						
7	72162					
8						
9				APPROVED 16 NOV 2020 MINISH PARIKH MANAGER PROCUREMENT		
10						
11						
12						
13						

Remarks: For site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	13.11.2020	Sign. & Date	

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