PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	07/12/2020	Prepared by:	T.D. Murthy
PO/WO no.	72513	PO / WO Date.	27/11/2020
Supplier Name	Jai Sri Rama Cover Blocks	PO/WO amount	Rs. 15,045/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	106	30/11/2020	Rs. 15,045/-
2.	-	-	-
3.	-	-	-
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 15,045/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	106	30/11/2020	85860	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No
Amount B –Other Credits :				-
Amount C –Other Debits :				-
Amount D (D=A+B-C) – Amount to be credited to the supplier:				Rs. 15,045/-
Amount E – PO / WO value:				Rs. 15,045/-
Amount F – Difference (A – E):				-

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	**12/12/2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	PSL					
Date	7/12/20	8/12					

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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/-

Cell:9618242689
9603484877

JAI SRI RAMA COVER BLOCKS

Plot No: 266, Near Ice Factory, Gandimaisamma X Road ,
Bowrampet, Ranga Reddy, Telangana -500055

TAX INVOICE

To M/S Summit sales LLP -4-187/3&4, 11nd floor, MG road, secundrabad. 500003 **GSTIN** - 36ACQFS2044C1Z7	**INVOICE NO:106** **INVOICE DATE:** **30-11-2020** **GST: 36CQWPD4814M1Z9** **DOCNO :72512** 4/12/20

S.NO	DESCRIPTION	UOM	QTY	RATE	AMOUNT
1	20/25/40/50 mm Cement Cover blocks	Nos	15000	0.85	12750.00
		TOTAL AMOUNT			12750.00
		SGST 9%			1147.50
		CGST 9%			1147.50
		GRAND TOTAL			15045.00

Thanking You,

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 71887
Date 05/12
Sign Neha

Yours Faithfully
FOR JAI SRI RAMA COVER BLOCKS

D. Ravi
Proprietor

INWARD	
Inward No: 15335	Dt: 30/11/20
GRN No: 85860	Dt: 30/11/20
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

Purchase Order

 27-11-2020 3:33:47 PM Origina

72513
25.11.20 1:07:27

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

Supplier Details			
Jai Sri Rama Cover Blocks	**Doc No**	72513	168163
Bowrampet, Ranga Reddy, Telangana	**Doc Date**	27-11-2020	
	Quote No	Nil	
GSTIN 36BTVPD4864J2ZO	**Quote Date**	27-11-2020	
9052171934 8185035464	**SupplyType**	Supply	

Kind Attn : Chandan Mishra

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6094 - Miscellaneous - Spacers - Other - nos	15,000.00	0.85	0.00	18.00	15,045.00
					Total Order Value . . .	**15,045.00**

Rupees : Fifteen Thousand Fourty Five 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 maintaince purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*

Authorised Signatory

Name : D.S

Accepted the above Terms And Conditions

For *Jai Sri Rama Cover Blocks*

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	25.11.2020
Site & Phase :	SHLLP	Time:	17.00
Supplier		Req. No.	168163
Material required before date:		ID No.	61831.

No	Description	Size	Quantity	Units	Inward No	Date
1	SPACERS		15000	NOS		
2	72513					
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:For Stock maintenance purpose

Prepared By	SOWMYA	Approved by	
Sign.& Date	25.11.2020	Sign. & Date	

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

APPROVED BY
26 NOV 2020
SOHAM MODI
MANAGING DIRECTOR