PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/12/2020	Prepared by:	NEHA .C
PO/WO no.	71673	PO / WO Date.	29/10/2020
Supplier Name	Pranav Agencies	PO/WO amount	29,999.36/-
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	507	03/11/2020	29,999/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			29,999/-

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:	29,999/-
Amount E – PO / WO value:	29,999/-
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	14/12/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	11/12/20	11/12					

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/-

Tax Invoice

PRANAV AGENCIES # 15, 2-1-150, 1st Floor, H.M.Ishaque Estate, M.G.Road SECUNDERABAD - 500 003. GSTIN/UIN: 36AGKPK7722P1ZQ State Name : Telangana, Code : 36 E-Mail : kalpesh218@gmail.com	Invoice No. **507**	Dated **3-Nov-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **Summit Sales LLP** 5-4-187/3&4, 2nd Floor, M.G.Road, Secunderabad 3 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **7163** 71673	Dated **29-Oct-2020**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination **Vista Homes**
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**CEMENT**		**100 BAGS**	234.37	BAGS	**23,437.00**
	CGST					**3,281.18**
	SGST					**3,281.18**
	Less : ***ROUND OFF***					**(-)0.36**
	Total		**100 BAGS**			**₹ 29,999.00**

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

INR Twenty Nine Thousand Nine Hundred Ninety Nine Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
	23,437.00	14%	3,281.18	14%	3,281.18	6,562.36
Total	**23,437.00**		**3,281.18**		**3,281.18**	**6,562.36**

Tax Amount (in words) : **INR Six Thousand Five Hundred Sixty Two and Thirty Six paise Only**

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 71448
Date 23/11/20
Sign. Neha

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

for PRANAV AGENCIES

Authorised Signatory

This is a Computer Generated Invoice

INWARD	
Inward No: 15245	Dt: 11/11/20
MRN No:	Dt:
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

PRANAV AGENCIES

Purchase Order

 29-10-2020 14:19:37 Orig

71673
20.10.20 4:01:44

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

Supplier Details			
PRANAV AGENCIES 311 , 3rd Floor Ispat Bhavan, Distillery Road, Ranigunj, Secunderabad - 500003 **GSTIN** 36agkpk7722p1zq 9989210123	**Doc No**	71673	168085
	Doc Date	29-10-2020	
	Quote No	NIL	
	Quote Date	29-10-2020	
	SupplyType	Supply	

Kind Attn : Mr. Kalpesh

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3002 - Cement - PPC - 50kgs - bags	100.00	234.37	0.00	28.00	29,999.36
					Total Order Value . . .	**29,999.36**

Rupees : Twenty Nine Thousand Nine Hundred Ninty Nine and Paise Thirty Six Only.

Terms and Conditions :-

Specification / Brand	Item shall be Of Penna CEMENT
~~**Payment Terms**~~	~~100% as advance~~
Tax	Included in the above price
Delivery Date	Immediate
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	NIL
Transportation Cost	Included in the above price and Hamali charges
Warranty	NIL
~~**Advance Paid**~~	~~RS.1,65,997/-~~ 29,999/-
Other Terms	We reserve the right to reject the item not conforming to the Quality and specs. Hamali charges extra Rs. 5/- per bag site use purpose
Completion Date	NIL
Measurment	NIL
Security	NIL
Remarks	Delivery at Vista Homes Contact person Mr.Madhu-9502211499

For *Summit Sales LLP*
Authorised Signatory

Name : 29/10/2020
Contact

Accepted the above Terms And Conditions
For *PRANAV AGENCIES*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	28.10.2020
Site & Phase :	SHLLP	Time:	16.30
Supplier		Req. No.	168085
Material required before date:		ID No.	61081

No	Description	Size	Quantity	Units	Inward No	Date
1	PPC CEMENT		100	BAGS	234/375	
2					+28/	
3						
4						
5	PO 71673					
6						
7						
8						
9						

APPROVED
29 OCT 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: DELIVERY AT VISTA HOMES

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.