PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	17/12/2020	Prepared by:	NEHA .C
PO/WO no.	72819	PO / WO Date.	08/12/2020
Supplier Name	Global Safety Solutions	PO/WO amount	3,540/-
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1353	11/12/2020	3,540/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,540/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			86273	☐ 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:	3,540/-
Amount E – PO / WO value:	3,540/-
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	19/12/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	17/12/20	17/12					

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 (ORIGINAL FOR RECIPIENT)

GLOBAL SAFETY SOLUTIONS #5-5-48,Ranigunj, Secunderabad-500003 GSTIN/UIN: 36AAOFG9573A1Z5 State Name : Telangana, Code : 36 Contact : 9581228898/9502555088 E-Mail : gss.infoteam@gmail.com	Invoice No. **1353**	Dated **11-Dec-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. **72819-168185**	Dated **11-Dec-2020**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Barricading Tape 300 Mtrs**	39199090	18 %	**10 Rolls**	300.00	Rolls		**3,000.00**
	CGST@9%				9	%		**270.00**
	SGST@9%				9	%		**270.00**
	Total			**10 Rolls**				**₹ 3,540.00**

MODI PROPERTIES PVT. LTD. ★SEC'BAD★ INWARD No: 72245 Date: 16/12 Sign: Neha

INWARD
Inward No: 15416 Dt: 11/12/20
MRN No: 86273 Dt: 12/12/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

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

INR Three Thousand Five Hundred Forty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
39199090	3,000.00	9%	270.00	9%	270.00	540.00
Total	**3,000.00**		**270.00**		**270.00**	**540.00**

Tax Amount (in words) : **INR Five Hundred Forty 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 SOLUTIONS

This is a Computer Generated Invoice

Purchase Order

 08-12-2020 3:48:18 PM

72819
05.12.20 12:12:18

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 5-5-48, Ranigunj, secunderbad **GSTIN** 36AAOFG9573A1Z5 9502555088/9581228898	**Doc No**	72819	168185
	Doc Date	08-12-2020	
	Quote No	Nil	
	Quote Date	08-12-2020	
	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	9591 - Tools - Safety Indication Ribbon - NA - nos	10.00	300.00	0.00	18.00	3,540.00
					Total Order Value . . .	**3,540.00**

Rupees : Three Thousand Five Hundred Fourty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	With in 10 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We resreve the rights to reject the items if not as specified, any damages are in suppliers account, above order is for Stock purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For *Summit Sales LLP*
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For *Global Safety Solutions*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	3.12.20
Site & Phase :	SHLLP	Time:	10.30
Supplier		Req. No.	168185
Material required before date:		ID No.	62079

No	Description	Size	Quantity	Units	Inward No	Date
1	Sponges 72820		500	nos		
2	Bombay brooms	Big	50	nos		
3	Mopping stick		30	nos		
4	Cob web stick		10	nos		
5	Acid		60	nos		
6	Dust bin		10	nos		
7	Yellow cloth		120	nos		
8	Cleaning cloth		120	nos		
9	Room freshner P.O. 72763		12	nos		
10	Lizol		48	nos		
11	Harpic		24	nos		
12	Bubble cans		20	nos		
13	Safety induction ribbon 72819		10	nos		
14	Plastic bucket with mug		20	nos		

Remarks: Stock maintenance and site use

Prepared By	SOWMYA	Approved by	APPROVED 08 DEC 2020 MINISH PARIKH MANAGER PROCUREMENT
Sign.& Date	3.12.2020	Sign. & Date	

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