

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/12/2020	Prepared by:	MINISH
PO/WO no.	72672	PO / WO Date.	03/12/2020
Supplier Name	Sinkrupa Agency.	PO/WO amount	26,550/-
Firm/Company	SSLLP.	Project	SSLLP.
Sl. No.	Bill No.	Bill Date	Bill amount
1	1933	04/12/2020	26,550/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges):

Sl. No.	DC No	DC. Date	MRN No.	26,550/-
1.				DC matches MRN
2.			86072	☒ Yes ☐ No
3.				☐ Yes ☐ No
				☐ 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:

Amount E – PO / WO value:

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	

Remarks: 21/12/2020.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	3-12-20	17 DEC 2020	MINISH PARIKH				

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/-

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.

1933

No.

32nd CreditDate 06/12/2020M/s. Summit Sales LLPP. no 72672Party's GST No. 36AC9F82046C1Z7

Quantity	DESCRIPTION	RATE	AMOUNT Rs.	P.
✓ 30	806 20 mm Braided 30m each. Fire	750/-	22500/-	
 11/12/20 Total RS- 26550/-				
Certified by: Stores Manager				
INWARD Bill No: 15363 Dt: 5/12/20 IN No: 86072 Dt: 8/12/20 Received By: Sign: <u>[Signature]</u> SUMMIT SALES LLP				
E & O. E.				
			Total	22500/-
			SGST@9%	2025/-
			CGST@9%	2025/-
			IGST@	-
			Grand Total	26550/-

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

For JINKRUPA AGENCY

Purchase Order

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	72672	168174
Doc Date	03-12-2020	
Quote No	Nil	
Quote Date	03-12-2020	
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
Total Order Value . . .					26,550.00

Rupees : Twenty Six Thousand Five Hundred Fifty Only.

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.

Penalty 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 maintenance purpose.

Completion Date Nil

Measurement Nil

Security Nil

Remarks

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Jinkrupa Agency**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

Company Name:		SSLLP		Date:		30.11.2020	
Site & Phase :		SHLLP		Time:		11.30	
Supplier				Req. No.		168174	
Material required before date:				ID No.		61959	
No	Description	Size	Quantity	Units	Inward No	Date	
1	ARALDITE		20	NOS			
2	SINK	20"X17"	20	NOS			
3	JANTHA PASTE		20	NOS			
4	GREEN HOSE PIPE		30	BDL			
5							
6							
7							
8							
9							
10							
11							
Remarks: For stock maintenance and site use							
Prepared By		SOWMYA		Approved by			
Sign. & Date		30.11.2020		Sign. & Date			

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

