PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/12/20.	Prepared by:	D.SOWMYA
PO/WO no.	72266.	PO / WO Date.	19/11/20.
Supplier Name	S.R lights	PO/WO amount	30,680.
Firm/Company	SSllp	Project	Shllp
Sl. No.	Bill No.	Bill Date	Bill amount
1	2390	30/11/20.	30,680
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			30,680.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			86102	☑ 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:	30,680
Amount E – PO / WO value:	30,680
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 acc~~eptable 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	**26.12.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	DSS	APPROVED 17 DEC 2020 MINISH PARIKH MANAGER PROCUREMENT				
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/-

Retail INVOICE / CASH MEMO / BILL

ORIGINAL

GST : 36AHMPR9714P1ZB

S. R. LIGHTS

846/4-3-2, R.P. ROAD, SECUNDERABAD - 3.
Ph : 040 66384943, 9000085444, e-mail : sevaram75@gmail.com

S. No. 2390

Date : 30 11 2020

12/12/20

Purchaser R.C. No. / GST No. 36ACOFS2044C1Z7

M.S. Summit Sales LLP (72266 168139)

RR/GR No..Date......................Goods through...........Freight...........Weight...............

S. No.	PARTICULARS	HSN Code	QTY.	RATE	AMOUNT Rs.	Ps.
1	Gate Lamp	9405	40	650	26000	00

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No.: 12196
Date: 14/12
Sign: Neela

INWARD
Inward No: 15371 Dt: 5/12/20
GRN No: 86102 Dt: 8/12/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:

Stores Manager

Rupees in words : Thirty thousand six hundred Eighty only

Total		26000 = 00
CGST	9 %	2340 = 00
SGST	9 %	2340 = 00
IGST	%	
Grand Total		30680 = 00

Bank Details
YES BANK
A/c No. 041361900000335
IFS Code : YESB0000413 - Secunderabad Branch

Sale Against Central From C / D / H / F

1. Goods once sold will not be taken back.
2. After despatch we are not responsible goods
3. Subject to T.S. Jurisdiction only.
4. Interest will be charged 24% if the payment will not made within 30 days

For S.R. Lights

Purchase Order

 19-11-2020 3:53:58 PM

72266
16.11.20 11:21:50

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

Supplier Details			
S.R.Lights 846/4-3-2, RP Road, Secunderbad-3	**Doc No**	72266	168139
	Doc Date	19-11-2020	
GSTIN 36AHMPR9714P1ZB	**Quote No**	Nil	
64594769 900008544/9246370769	**Quote Date**	19-11-2020	
	SupplyType	Supply	

Kind Attn : Mr.Seva Ram

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4581 - Electrical - other - Gate lamp - NA - nos *Square type*	40.00	650.00	0.00	18.00	30,680.00
					Total Order Value . . .	**30,680.00**

Rupees : Thirty Thousand Six Hundred Eighty 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	Within 7 days
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 bome 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 purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***S.R.Lights***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	17.11.2020
Site & Phase :	SHLLP	Time:	11.30
Supplier		Req. No.	168139
Material required before date:		ID No.	61606.

No	Description	Size	Quantity	Units	Inward No	Date
1	GATE LAMPS	SQUARE	40	NOS		
2						
3	92266					
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						

Remarks: For stock maintenance at ssllp and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	17.11.2020	Sign. & Date	APPROVED BY 17 NOV 2020 SOHAM MODI MANAGING DIRECTOR

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