PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/12/2020	Prepared by:	MINISH.
PO/WO no.	71440.	PO / WO Date.	20/10/2020.
Supplier Name	Pranav Agencies.	PO/WO amount	74,998/-
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	506	27/10/2020	74,998/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			74,998/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			86501	☑ 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:	74,998/-
Amount E – PO / WO value:	74,998/-
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	Advance Paid Rs. 74,998/-
Remarks:_	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]	[signature] APPROVED 21 DEC 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date		21/12					

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/-

Tax Invoice

PRANAV AGENCIES
5-4-23/31, 3RD FLOOR, ISPAT BHAVAN,
DISTILLERY ROAD, RANIGUNJ,
SECUNDERABAD - 500 003.
GSTIN/UIN: 36AGKPK7722P1ZQ
State Name : Telangana, Code : 36
E-Mail : kalpesh218@gmail.com

Buyer
Summit Sales LLP
5-4-187/3&4, 2nd Floor, M.G.Road, Secunderabad 3
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Invoice No. **506** e-Way Bill No.	Dated **27-Oct-2020**
Delivery Note	Mode/Terms of Payment
Supplier's Ref.	Other Reference(s)
Buyer's Order No. **71440-168064**	Dated **20-Oct-2020**
Despatch Document No.	Delivery Note Date
Despatched through	Destination **Shameerpet**
Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**CEMENT**		**250 BAGS**	234.37	BAGS	**58,592.50**
	CGST					**8,202.95**
	SGST					**8,202.95**
	Less : ***ROUND OFF***					**(-)0.40**
	Total		**250 BAGS**			**₹ 74,998.00**

Amount Chargeable (in words) *E. & O.E*
INR Seventy Four Thousand Nine Hundred Ninety Eight Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
	58,592.50	14%	8,202.95	14%	8,202.95	16,405.90
Total	**58,592.50**		**8,202.95**		**8,202.95**	**16,405.90**

Tax Amount (in words) : **INR Sixteen Thousand Four Hundred Five and Ninety paise Only**

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 70717
Date 8/11
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

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No.
Date.
Sign.

INWARD
Inward No: 15402 Dt: 10/12/20
MRN No: 86501 Dt:
Received By: Sign:
SUMMIT SALES LLP

Certified by:

Stores Manager

Purchase Order

 20-10-2020 12:16:58 PM

Orig

71440
10.10.20 12:36:43

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 9989210123	**Doc No**	71440	168064
	Doc Date	20-10-2020	
	Quote No	NIL	
	Quote Date	20-10-2020	
	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	250.00	234.37	0.00	28.00	74,998.40
					Total Order Value . . .	**74,998.40**

Rupees : Seventy Four Thousand Nine Hundred Ninty Eight and Paise Fourty 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 74998/-
Other Terms	We reserve the right to reject the item not conforming to the Quality and specs. Hamali charges extra Rs. 5/- per bag. above order is for Site work purpose
Completion Date	NIL
Measurment	NIL
Security	NIL
Remarks	Delivery at KNM Contact Person Mr Rahul-8978362427

For *Summit Sales LLP*
Authorised Signatory

20/10/2020

Name : ____________

Accepted the above Terms And Conditions
For *PRANAV AGENCIES*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	20.10.20
Site & Phase :	SHLLP	Time:	11.00
Supplier		Req. No.	168064
Material required before date:		ID No.	60874

No	Description	Size	Quantity	Units	Inward No	Date
1	PPC CEMENT		250	BAGS		
2						
3						
4						
5		PO 71440.				
6						
7						
8	20/10/2020					
9						
10						

Remarks: Delivery at KNM

Prepared By	SOWMYA	Approved by	
Sign.& Date	20.10.20	Sign. & Date	

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