

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 31/12/2020		Prepared by: NEHA .C	
PO/WO no. 73259		PO / WO Date. 24/12/2020	
Supplier Name Glanesh tube traders		PO/WO amount 7,965/-	
Firm/Company SLLP		Project SLLP	
Sl. No. Bill No. 493		Bill Date 24/12/2020	
		Bill amount 7,965/-	
1			
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges): 7,965/-			
Sl. No.	DC .No	DC. Date	MRN No.
1.			86827
2.			
3.			
			DC matches MRN ☐ Yes ☐ No
			☐ 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: 7,965/-			
Amount F – Difference (A – E): GST-18% 7,965/-			
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		01/01/2021	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			
Date	31/12/20	31/12	

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/-



GANESH TUBE TRADERS

ORIGINAL FOR RECIPIENT

Invoice No. 493
Ref. No. 73259

GSTIN: 36ADBPJ8881C1ZJ

Authorised Distributor:



Too Strong to Resist...
Dated 24-Dec-2020

TAX INVOICE

Party : **SUMMIT SALES LLP**
5-4-187/3&4, 2 Nd Floor, Mg Road,
Secunderabad
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	TEFLON TAPE 12MMX10MT	3919	18 %	500 NO	15.00	NO	10 %	6,750.00
								607.50
								607.50
CGST SGST INWARD No. 1288 Date: 25/12/20 Sign: [Signature] INWARD No. 15515 Dt: 26/12/20 No. 86 827 Dt: 29/12/20 Received By: [Signature] Sign: [Signature] SUMMIT SALES LLP Certified by: [Signature] Stores Manager								₹ 7,965.00
Total								500 NO

Amount Chargeable (in words)

INR Seven Thousand Nine Hundred Sixty Five Only

E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3919	6,750.00	9%	607.50	9%	607.50	1,215.00
Total	6,750.00		607.50		607.50	1,215.00

Tax Amount (in words) : INR One Thousand Two Hundred Fifteen Only

Company's PAN : ADBPJ8881C

Company's Bank Details

Bank Name : HDFC CA 50200014835551

A/c No. : 50200014835551

Branch & IFS Code: PG ROAD, SEC-BAD & HDFC0000042

Declaration

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

for GANESH TUBE TRADERS(2018-2019)

REVERSE CHARGE: NO



H.No.5-2-270, Plot No.2

(Back side of Old Traffic P.S.)

Secunderabad - 500 003.

Ph: 040-66568587, 66568581

Email: ganeshtribetraders@gmail.com

www.ganeshtribetraders.com



Purchase Order



73259

23.12.20 11:29:46

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

Supplier Details

Ganesh Tube Traders
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.

GSTIN 36ADBPJ8881C1ZJ

66568587/ 66384751

9246330441.

9949248666

Doc No	73259	168208
Doc Date	24-12-2020	
Quote No	Nil	
Quote Date	24-12-2020	
SupplyType	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6040 - Miscellaneous - Teflon tape - NA - nos	500.00	15.00	10.00	18.00	7,965.00
Total Order Value . . .					7,965.00

9 Rupees : Seven Thousand Nine Hundred Sixty Five Only.

Terms and Conditions :-**Specification / Brand** As per details given in the quotation.**Payment Terms** Within 30 days of delivery.**Tax** All taxes included in above price.**Delivery Date** Within 3 days

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra, 9502266233, Mahesh.

Penalty For Delay Nil**Transportation Cost** Included 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 maintain purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Summit Sales LLP**

Authorised Signatory

24/12/2020

Name : _____

Name : _____

Date : ____/____/____

Accepted the above Terms And Conditions

For **Ganesh Tube Traders**