PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	6/1/21.	Prepared by:	D.SOWMYA
PO/WO no.	73118.	PO / WO Date.	18/12/20
Supplier Name	Lepakshi Tarpaulin	PO/WO amount	3,823.
Firm/Company	SSllp	Project	Sbllp.
Sl. No.	Bill No.	Bill Date	Bill amount
1	2067	21/12/20.	3,823
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,823.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			86640	☑ 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:	3,823
Amount E – PO / WO value:	3,823
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 (explain~~ed below)
Excess / short material received	~~□ Approved – wit~~hin 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	**9.1.2021**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	[signature] APPROVED 08 JAN 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	6/1/21.	8/1/21					

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

Invoice No. : 2067

Date : 21/12/2020

LEPAKSHI TARPAULIN INDUSTRIES

1st Floor, Shop No.F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-500 003.
Phone : (O) 2770 6071, 9121013748, Cell : 99591 02999,
E-mail: lepakshitarp@gmail.com, Lnt_91@yahoo.in, www.lepakshitarpaulin.com

State Code : 36

GSTIN : 36ADOPN7656C1Z7

Details of Receiver (Billed to)	Details of Consignee (Shipped to)
Name : Summit Sales LLP	Name :
Address : 5-4-187/3&4, 2ND FLOOR, M.G.ROAD, Sec-bad.03.	Address :
Ph. Cell :	Ph. Cell :
GSTIN/UIN : 36ACQFS2044C1Z7.	GSTIN/UIN :
P.O. No. & Dt. 7318/168226 – 18/12/2020	Vehicle No. :

Sl. No.	HSN (SAC) Code	Description of the Goods	Qty.	Rate	Amount Rs.	Taxable Value	CGST Rate	CGST Amount	SGST Rate	SGST Amount	IGST Rate	IGST Amount
1)	3926	Plastic Blue Sheet 18' x 12' –	2160	@ 1.50		3240	9%	291.60	9%	291.60		
		TOTAL				3240	+	291.60	+	291.60	=	3823.20
										Round off (–)		00.20
										TOTAL INVOICE RS.		3823.00

Inward No: 15487 Dt: 22/12/20
MRN No: 86640 Dt: 22/12/20
Received By: Sign:
SUMMIT SALES LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 12927
Date: 5/1/21

(Rupees : in words Three thousand – Eight hundred twenty three only. only

E-way Bill No.

TERMS & CONDITIONS :
1. Goods once sold will not be taken back or exchanged.
2. Subject to Secunderabad Jurisdiction only.
3. The customer should inform the firm if there is any complaint regarding the quality or quantity of the material within 48 hours from the date of Invoice.
4. Inspection should be carried out at our factory premises only.
5. Interest will be charged at the rate of 24% per annum for all overdue payments.
6. Our risk & responsibility ceases as soon as the goods are despatched from our premises.

OUR BANK DETAILS :

Bank Name	: PUNJAB NATIONAL BANK
Bank Account Number	: 3631002100019635
Branch	: M.G. Road, Sec'bad
IFSC	: PUNB0363100

For LEPAKSHI TARPAULIN INDUSTRIES

Authorised Signatory

Purchase Order

73118
16.12.20 11:40:30

 18-12-2020 4:33:34 PM

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

Supplier Details			
Lepakshi Tarpaulin Industries	**Doc No**	73118	168226
# 5-5-65, 1st Floor, Shop No. F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-3.	**Doc Date**	18-12-2020	
	Quote No	Nil	
GSTIN 36ADOPN7656C1Z7 2770 6071	**Quote Date**	18-12-2020	
66486071 9642662732	**SupplyType**	Supply	

Kind Attn : Mr. Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6010 - Miscellaneous - Plastic Blue Sheet - 18 ft x 12 ft - sft *10 nos*	2,160.00	1.50	0.00	18.00	3,823.20
					Total Order Value . . .	**3,823.20**

Rupees : Three Thousand Eight Hundred Twenty Three and Paise Twenty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of "HDPE" material, Blue colour, 150gsm thickness
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.
Penality 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. Payment as per actual recipt of material.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 ***Lepakshi Tarpaulin Industries***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Summit sales llp	Date:	17.12.20
Site & Phase :	Summit housing llp	Time:	11.00
Supplier		Req. No.	168226
Material required before date:		ID No.	62379

No	Description	Size	Quantity	Units	Inward No	Date
1	SPACERS 73116		5000	NOS		
2	TEFLON TAPES 73117		500	NOS		
3	BLUE SHEETS 73118	12X18	10	NOS		
4	SAFETY BELTS 73119		10	NOS		
5						
6						
7						
8						
9						

APPROVED
18 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: For stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	17.12.20	Sign. & Date	

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