PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/1/21	Prepared by:	NEHA
PO/WO no.	72939	PO / WO Date.	14/12/20
Supplier Name	Saya Surender (...)	PO/WO amount	5775
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	336	9/1/21	5776
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5776

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.				
2.			87467	☑ 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:				5776
Amount F – Difference (A – E): GST-18%				5775
				1

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. 5776 /- ☐ No
Payment – due date	Adv chq issued
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	19/1/21						

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/-

GST No : 36BERPS5253MIZM

TAX INVOICE
BILL OF SUPPLY
CASH / CREDIT BILL

Cell : 9347580520

SAYA SURENDER GUNNY MERCHANT

Dealers in : Old, New, pp Woven Bags & Plastic Gunny Bags

5-2-802, Risala Abdulla, Osmangunj , HYDERABAD- 500 012. (T.S.)

No. 336

Buyer
M/s Summit Sales LLP
Secenderabad.
State Code 36
State Telengana.
GST/UID No: 36ACQFS2044C1Z7

Date : 09/1/2021

PO No. & Order Through 72939

Vehicle No/ Transport TS 10 UA 9758

Delivery Address
State Code
State
GST/UID No.:

S.No	PARTICULARS	HSN CODE	QUANITY	RATE	AMOUNT Rs.	Ps.
1	Old Empty Gunny Bn	6305	500	11/-	5500	00
				Hamali		
				CGST @	138	00
				SGST @	138	00
				IGST @		
				TOTAL AMOUNT	5776	00

MODI PROPERTIES PVT. LTD.
INWARD
No. 73459
Date 18/1
Sign.

INWARD
Inward No: 15587 Dt: 9-1-21
GRN No: 81467 Dt: 12/1/20.
Received By: Sign:
SUMMIT SALES LLP

Amount in Words :

TERMS & CONDITIONS :
Goods once sold will not be taken back
Interest will be charged @ 24% per annum if payment is not made on or before 15 days
Our responsibility ceases on the delivery of the goods to the carries.
Subject to Hyderabad Jurisdiction only.

For. SAYA SURENDER GUNNY MERCHANT

Customer's Signature

GST NO : 36BEHPS5253M1ZM

TAX INVOICE
BILL OF SUPPLY
CASH / CREDIT BILL

Cell : 9347580520

SAYA SURENDER GUNNY MERCHANT

Dealers in : Old, New, pp Woven Bags & Plastic Gunny Bags

5-2-802, Risala Abdulla, Osmangunj , HYDERABAD- 500 012. (T.S.)

Buyer
M/s Summit Sales LLP
Secunderabad.
State Telangana. State Code 36
GST/UID No: 36ACQFS2044C1Z7

No. 336

Date : 09/1/2021

Delivery Address
State State Code
GST/UID No.:

PO No. & Order Through 72939
Vehicle No/ Transport TS 10 UA 9758

S.No	PARTICULARS	HSN CODE	QUANITY	RATE	AMOUNT Rs.	Ps.
1	Old Empty Gunny Bn	6305	500	11/-	5500	00
				Hamali		
				CGST @	138	00
				SGST @	138	00
				IGST @		
				TOTAL AMOUNT	5776	00

MODI PROPERTIES PVT. LTD.
INWARD
No. 73451
Date 18/1
Sign.

INWARD
Inward No: 15587 Dt: 9-1-21
MRN No: 87467 Dt: 12/1/20.
Received By: Sign:
SUMMIT SALES LLP

Amount in Words :

TERMS & CONDITIONS :
Goods once sold will not be taken back
Interest will be charged @ 24% per annum if payment is not made on or before 15 days
Our responsibility ceases on the delivery of the goods to the carries.
Subject to Hyderabad Jurisdiction only.

For. SAYA SURENDER GUNNY MERCHANT

Customer's Signature

GST No : 36BERPS5253MIZM

TAX INVOICE
BILL OF SUPPLY
CASH / CREDIT BILL

Cell : 9347580520

SAYA SURENDER GUNNY MERCHANT

Dealers in : Old, New, pp Woven Bags & Plastic Gunny Bags

5-2-802, Risala Abdulla, Osmangunj , HYDERABAD- 500 012. (T.S.)

Buyer
M/s Summit Sales LLP
Secunderabad.
State Telangana. State Code 36
GST/UID No: 36ACOFS2044C1Z7

No. 336

Date : 09/1/2021

Delivery Address
State State Code
GST/UID No.:

PO No. & Order Through
Vehicle No/ Transport TS 10 UA 9758

S.No	PARTICULARS	HSN CODE	QUANITY	RATE	AMOUNT Rs.	Ps.
1	Old Empty Gunny Bri	6305	500	11/-	5500	00
				Hamali		
				CGST @	138	00
				SGST @	138	00
				IGST @		
				TOTAL AMOUNT	5776	00

INWARD
Inward No: 15587 Dt: 9-1-21
MRN No: 87467 Dt: 12/01/21
Received By: Sign:
SUMMIT SALES LLP

Amount in Words :

TERMS & CONDITIONS :
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Subject to Hyderabad Jurisdiction only.

Customer's Signature

For. SAYA SURENDER GUNNY MERCHANT

Page(s) 1 Of 1 15-12-2020 2:10:56 PM

Purchase Order

Origi 72939 05.12.20 12:14:14

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

Supplier Details

Saya Surendar Gunny Merchant
#5-2-802, Beside Kishan Gunj Nala, Osmangunjh, Hyderabad-500 012.

GSTIN 36BERPS5253MIZM
24605466 9347005466

Doc No	72939	168211
Doc Date	14-12-2020	
Quote No	Nil	
Quote Date	14-12-2020	
SupplyType	Supply	

Kind Attn : Mr.S.Sunrendar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4034 - Consumables - Gunny Bag - other - nos	500.00	11.00	0.00	5.00	5,775.00
Rupees : Five Thousand Seven Hundred Seventy Five Only.				**Total Order Value . . .**		**5,775.00**

Terms and Conditions :-

Specification / Brand	Each bag spprox.1.5mtrs length,2ft width,100kgs capacity,1 bag approx.wt.1 Kg.
Payment Terms	100% as advance
Tax	VAT 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	Included by us.
Warranty	Nil
Advance Paid	Rs......./-vide cheq.no... dtd........
Other Terms	We reserve the right items not confirming to qlty & specs.Above order for Stock maintain purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***
Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions
For ***Saya Surendar Gunny Merchant***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Summit sales llp		
Site & Phase :	Summit housing llp	Date:	12.12.20
Supplier		Time:	11.00
Material required before date:		Req. No.	168211
		ID No.	62266

No	Description	Size	Quantity	Units	Inward No	Date
1	GUNNY BAGS		500	NOS		
	72539					

Remarks: Stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	12.12.20	Sign. & Date	APPROVED 14 DEC 2020 P. PRABHAKAR Sr. MANAGER PURCHASE

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