PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/1/21	Prepared by:	D.SOWMYA
PO/WO no.	73357	PO / WO Date.	29/12/20
Supplier Name	Atlas Security & safety Inc.	PO/WO amount	4,200-
Firm/Company	SS llp	Project	Shllp.
Sl. No.	Bill No.	Bill Date	Bill amount
1	1367/20-21	4/1/21	4,200
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,200

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			87155	☑ 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:	4,200
Amount E – PO / WO value:	4,200
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 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	**23.1.2021**
Remarks:	

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

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

(ORIGINAL FOR RECIPIENT)

Atlas Security & Safety Inc 4-4-84, Mahankali Street Ranigunj Secunderabad 500 003 GSTIN/UIN: 36AAMFA1505E1ZX State Name : Telangana, Code : 36 E-Mail : atlassecuritysafety@gmail.com	Invoice No. **1367/20-21**	Dated **4-Jan-21**
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date.	Other References
Consignee (Ship to) **Summit Sales LLP** 5-4-187/3&4,II Nd Floor M.G.Road, Secunderabad-500003. GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **73357/168246**	Dated **29-Dec-20**
	Dispatch Doc No.	Delivery Note Date
	Dispatched through	Destination
Buyer (Bill to) **Summit Sales LLP** 5-4-187/3&4,II Nd Floor M.G.Road, Secunderabad-500003. GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Terms of Delivery 20/1/21	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**First Aid Box**	30065000	02 **5 No**	750.00	No		**3,750.00**
	SGST		03 18/01/21				**225.00**
	CGST						**225.00**
	Total		**5 No**				**₹ 4,200.00**

INWARD
Inward No: 15560 Dt: 4/01/21
MRN No: 87155 Dt: 5/01/21
Received By: Sign:
SUMMIT SALES LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 13626
Date: 5/1/21
Sign:

INWARD
Inward No: 15642 Dt: 18-1-21
MRN No: 87690 Dt: 20/01/21
Received By: 87710. Sign:
SUMMIT SALES LLP

Amount Chargeable (in words) *E. & O.E*

Indian Rupees Four Thousand Two Hundred Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
30065000	3,750.00	6%	225.00	6%	225.00	450.00
Total	**3,750.00**		**225.00**		**225.00**	**450.00**

Tax Amount (in words) : **Indian Rupees Four Hundred Fifty Only**

Company's VAT TIN	: **36850234809**
Company's CST No.	: **CST:SEC/09/01/3201/05-06**
Company's PAN	: **AAMFA1505E**

Company's Bank Details
Bank Name : **Kotak Mahindra Bank (0554 218 0000 100)**
A/c No. : **05542180000100**
Branch & IFS Code: **S.D.Road & KKBK0000554**

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

for Atlas Security & Safety Inc

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 29-12-2020 15:32:04

73357
23.12.20 11:33:23

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

Supplier Details

Atlas Security & Safety Inc
#4-4-84, Mahankali Street, Ranigunj, Secunderabad - 500 003.

GSTIN 36AAMFA1505E1ZX
040 - 66333053 9705227773

Doc No	73357	168246
Doc Date	29-12-2020	
Quote No	Nil	
Quote Date	29-12-2020	
SupplyType	Supply	

Kind Attn : Mr. Hasnain Khorakiwala

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4028 - Consumables - First -Aid Kit - NA - boxes	5.00	750.00	0.00	12.00	4,200.00
	Total Order Value . . .					**4,200.00**

Rupees : Four Thousand Two Hundred 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 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. Above order for Stock use purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For *Summit Sales LLP*
Authorised Signatory

Name :

Contact

Accepted the above Terms And Conditions
For *Atlas Security & Safety Inc*

Name : ______

Date : __/__/____

Requisition Form

Company Name:	Summit sales llp	Date:	24.12.20
Site & Phase :	Summit housing llp	Time:	11.00
Supplier		Req. No.	168246
Material required before date:		ID No.	62558

No	Description	Size	Quantity	Units	Inward No	Date
1	Santoor hand wash		48	nos		
2	Surf		30	nos		
3	Water bottles		60	nos		
4	Yellow cloth		120	nos		
5	Vim bar P.O.		24	nos		
6	Scrubber		36	nos		
7	Wiper		20	nos		
8	Acid 73356		96	nos		
9	Gi bucket		24	nos		
10	Plastic bucket with mug		10	nos		
11	First aid kit 73357		5	nos		
12	Sponges		500	nos		

Remarks:For stock maintenance and site use

Prepared By	SOWMYA	Approved by	APPROVED BY 26 DEC 2020 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	24.12.20	Sign. & Date	

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