PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	08/02/2021	Prepared by:	Neha
PO/WO no.	74348	PO / WO Date.	02/02/2021
Supplier Name	Sri laxmi Ganesh Steels & Hardware	PO/WO amount	13,314/-
Firm/Company	SSLLP	Project	
Sl. No.	Bill No.	Bill Date	Bill amount
1	882	03/02/2021	13,314/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			13,314/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			88374	☐ 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:	13,314/-
Amount E – PO / WO value:	13,314/-
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 13,314 by cheque
Payment – due date	13/02/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	08/02/2021	8/2					

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/-

PO - 74348

GSTIN - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals
6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.
Email : srilaxmiganeshsteels@gmail.com

M/s. SUMMit Sales LLP
MG Road
Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 882
Date : 3/2/21 6/2/21
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Machine Blade 14"	25 Nos	145/-	3625=	00
	Welding Rod	24 Pax	267/=	6408=	00
	Machine Blade 4"	50 Nos	25/=	1250=	00
			Total	11,283=	00
			SGST @ 9 %	1,015=	47
			CGST @ 9 %	1015	47
			IGST @ 18 %		06
			Roundup		
			Grand Total	13,314=	00

INWARD
Inward No: 10441 Dt: 4/2/21
MRN No:
Received By: Date: 4/2/21
SUMMIT SALES LLP

Certified by:
Stores Manager

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 74146
Date: 6/2/21
Sign:

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words :

INWARD
Inward No: 15766 Dt: 6/2/21
MRN No: 88374 Dt:
Received By: Sign:
SUMMIT SALES LLP

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only.
Goods once sold will not be taken back or Exchange.

For Sri Laxmi Ganesh Steels & Hardware

Signature

 02-02-2021 17:07:37

Purchase Order

74348
29 01.21 12:34:13

v.Copy

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

Supplier Details

Sri Laxmi Ganesh Steels & Hardware
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad

GSTIN 36ARPPK9655D2ZA

9246205245/9542575725

Doc No	74348	168356
Doc Date	02-02-2021	
Quote No	Nil	
Quote Date	23-01-2021	
SupplyType	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9550 - Tools - Machine Blade - other - nos *Cutting blade Norton 14"*	25.00	145.00	0.00	18.00	4,277.50
2	9574 - Tools - Welding Rod - NA - nos	24.00	267.00	0.00	18.00	7,561.44
3	9550 - Tools - Machine Blade - other - nos *Cutting wheel - 4"*	50.00	25.00	0.00	18.00	1,475.00
	Total Order Value . . .					**13,313.94**

Rupees : Thirteen Thousand Three Hundred Thirteen and Paise Ninty Four Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation. Welding rod - Mangalam brand.
Payment Terms	100% as advance at the time of 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
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Rs. 13,314/- to be pay vide cheque no. dt.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for fabrication work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

Name : 02/02/2021

Accepted the above Terms And Conditions
For *Sri Laxmi Ganesh Steels & Hardware*

Name : ____________

Date : __/__/____

Company Name	Summit sales LLP				
Site & Phase	Summit Housing LLP			Requisition No.	168356
Date	02-02-2021	Time	2:00 PM	ID No.	63581
Supplier					
Material required before				Time:	

Sl. No.	Description	SIZE	QTY	UNITS
1.	CUTTING BLADE	14"	25	NOS
2.	WELDING RODS		24	PKTS
3.	CUTTING BLADE	4"	50	NOS
4.				
5.				
6.				

APPROVED
02 FEB 2021
MINISH PARIKH
MANAGER PROCURE...

Remarks: For Fabrication purpose

Prepared By:	SOWMYA	Approved By:	
Sign. & Date:	02-02-2021	Sign. & Date:	