PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	06/01/2021	Prepared by:	Neha
PO/WO no.	73257	PO / WO Date.	24/12/2020
Supplier Name	Atlas Security & Safety	PO/WO amount	4,200/-
Firm/Company	SSLLP	Project	SHLLP

Sl. No.	Bill No.	Bill Date	Bill amount
1	1368	04/01/2021	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.			8715G	□ 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	11/01/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha		APPROVED 09 JAN 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	06/01/2021	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

(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.	Dated
1368/20-21	**4-Jan-21**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyer's Order No.	Dated
73257/168208	**24-Dec-20**
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination

Terms of Delivery

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 (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

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

MODI PROPERTIES PVT. LTD. INWARD No: 13027 Date: 5/1 Sign: SEC'BAD

INWARD
Inward No: 15561 Dt: 4/01/21
GRN No: 8705 Dt: 5/01/21
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

Amount Chargeable (in words) *E. & O.E*
Indian Rupees Four Thousand Two Hundred Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	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

 26-12-2020 12:27:24 Origin

73257
23.12.20 11:29:46

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.	**Doc No**	73257	168208
	Doc Date	24-12-2020	
	Quote No	Nil	
GSTIN 36AAMFA1505E1ZX	**Quote Date**	24-12-2020	
040 - 66333053 9705227773	**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:	SSLLP	Date:	11.12.20
Site & Phase :	SHLLP	Time:	11.00
Supplier		Req. No.	168208
Material required before date:		ID No.	622228

No	Description	Size	Quantity	Units	Inward No	Date
1	Labour helmets	Male	100	nos		
2	White helmets 73248		50	nos		
3	Teflon tape 73259		500	nos		
4	Odonil		24	nos		
5	Acid		60	nos		
6	Room freshner		24	nos		
7	Bombay brooms	Big	50	nos		
8	Coconut brooms		100	nos		
9	Dettol liquid		12	nos		
10	Dust bin		12	nos		
11	Dust pan		12	nos		
12	Sponges		500	nos		
13	Mopping stick		30	nos		
14	Pvc bucket with mug		10	nos		
15	Cleaning cloth		120	nos		
16	Mopping cloth		120	nos		
17	Phenoyl		40	nos		
18	Scrubber		24	nos		
19	Lizol		48	nos		
20	Harpic		48	nos		
21	First aid kit 73257		5	nos		

APPROVED 24 DEC 2020 MINISH PARIKH MANAGER PROCUREMENT

Remarks: Stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	11.12.2020	Sign. & Date	

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