PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	9.3.21	Prepared by:	T Bhasker
PO/WO no.	74769	PO / WO Date.	12/2/21
Supplier Name	Saya Sweet cnj	PO/WO amount	8400
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	344	19/2/21	8400
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			8400

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			89138	☑ 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:	8400
Amount E – PO / WO value:	8400
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	Adv chq ind
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	9.3.21						

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. 344

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

Date : 19/2/2021

PO No. & Order Through 74769 168391

Vehicle No/ Transport TS10UA 9758

Delivery Address
State Code
State
GST/UID No.:

S.No	PARTICULARS	HSN CODE	QUANITY	RATE	AMOUNT Rs.	Ps.
1	Old Empty Gunny	6305	500	16/-	8000	00
				Hamali		
				CGST @	200	00
				SGST @	200	00
				IGST @		
				TOTAL AMOUNT	8400	00

By INWARD
Inward No: 15882 Dt: 22/2/21
MRN No: 89138 Dt: 24/2/21
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

MODI PROPERTIES PVT. * SEC'BAD *
INWARD
No: 7095
Date: 9/3/21
Sign:

Amount in Words :

For. SAYA SURENDER GUNNY MERCHANT

Customer's Signature

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.

GST No : 36BERPS5253M1ZM

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BILL OF SUPPLY
CASH / CREDIT BILL

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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. 344

Date : 19/2/2021

Delivery Address
State State Code
GST/UID No.:

PO No. & Order Through 74769 / 168391
Vehicle No/ Transport TS10UA 9758

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Certified by:
Stores Manager

INWARD
Inward No: 15882 Dt: 22/2/21
MRN No: 89138 Dt: 25/2/21
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

Purchase Order

 12-02-2021 17:26:04 Ori

74769
10.02.21 5:02:05

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.	**Doc No**	74769	168391
	Doc Date	12-02-2021	
	Quote No	Nil	
GSTIN 36BERPS5253MIZM	**Quote Date**	12-02-2021	
24605466 9347005466	**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	16.00	0.00	5.00	8,400.00
					Total Order Value . . .	**8,400.00**

Rupees : Eight Thousand Four Hundred Only.

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
Penality For Delay	Nil
Transportation Cost	Included by us.
Warranty	Nil
Advance Paid	Rs....8400..../-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 : ______________

Contact

Accepted the above Terms And Conditions

For *Saya Surendar Gunny Merchant*

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	Summit sales llp	Date:	10.2.2021
Site & Phase :	Summit housing llp	Time:	12.00
Supplier		Req. No.	168391
Material required before date:		ID No.	63894

No	Description	Size	Quantity	Units	Inward No	Date
1	Spacers	All in one	10000	nos		
2	Gunny bags		500	nos		
3						
4		744769				
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						

Remarks: Stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	10.2.2021	Sign. & Date	

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

APPROVED BY
12 FEB 2021
MANAGING DIRECTOR