

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/3/21	Prepared by:	NEHA
PO/WO no.	75196	PO / WO Date.	25/2/21
Supplier Name	Prati Sanitary	PO/WO amount	5699/-
Firm/Company	SCUP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	918	26/2/21	5,699/-
2			
3			
4			

Amount A - Bills total (Excluding Transport & Hamali Charges):

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			89422	☐ 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:

Amount E - PO / WO value:

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 / WO	☐ Yes ☐ No - wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes - Rs. /- ☒ No
Payment - due date	18/3/21

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts = receiver of bill	Accountant	Accounts Manager
Sign:	<i>Nehe</i>	<i>[Signature]</i>	<i>[Signature]</i>				
Date	10/3/21	10/3	11 MAR 2021				

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 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. 5,000/-. 7. MD to approve all bills above 1,00,000/-

(ORIGINAL FOR RECIPIENT)

State Name : Telangana, Code : 36

Self

Cherlapally

A circular stamp from the Ministry of Defense, MODIPROPERTIES. The text "MODIPROPERTIES" is curved along the top inner edge, and "SEC. BAD" is curved along the bottom inner edge. In the center, there are handwritten numbers: "15177" next to "No:", "912" next to "Date:", and "3" next to "Sign:".

E. & O.E

Tax Amount (in words) : **Indian Rupees Eight Hundred Sixty Nine and Forty paise Only**

PRAFUL SANITARY
HIMAYATNAGAR
HYDRA
29

Authorised Signatory

This is a Computer Generated Invoice

INWARD	
Inward No: 15917	DC: 26/12/21
MAN No: 89422	DC: 127/12/21
Received By:	Sign: ✓

Certified by: 

Store Manager

Purchase Order

Page(s) 1 Of 1

25-02-2021 4:31:48 PM

75196
23.02.21 5:16:58

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

Supplier Details

Praful Sanitary
3-6-138/5, Himayat Nagar, Hyderabad.

Doc No 75196 168437

Doc Date 25-02-2021

Quote No Nil

Quote Date 25-02-2021

SupplyType Supply

GSTIN 36ACWPG864A1ZG 40077300
65526886. 9849624797

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3134 - Chemicals - Tile Grout - 1kg - pkts silk	70.00	34.50	0.00	18.00	2,849.70
2 3134 - Chemicals - Tile Grout - 1kg - pkts white	70.00	34.50	0.00	18.00	2,849.70
Total Order Value . . .					5,699.40

Rupees : Five Thousand Six Hundred Ninty Nine and Paise Fourty Only.

Terms and Conditions :-

Specification / All items shall be of 'Laticrete' brand.

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

Penalty For Delay Nil

Transportation 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 is for Stock purpose.

Completion Date Nil

Measurment Nil

Security Nil

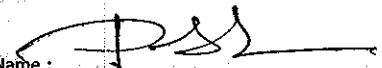
Remarks

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name : 

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Summit sales llp		Date:		23.2.2021	
Site & Phase :		Summit housing llp		Time:		12.00	
Supplier				Req. No.		168437	
Material required before date:				ID No.		64343	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Plastic gampa 25.97		60	nos			
2	Tile grout - silk 25.96		70	nos			
3	Tile grout - white		70	nos			
4	Plasticizer 25.95	20 ltrs	02	nos			
Remarks: Stock maintenance and site use							
Prepared By		NEHA					
Sign. & Date		23.2.2021		Sign. & Date			

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

