

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/03/2021		Prepared by:	HIN/1301	
PO/WO no.	74964		PO / WO Date.	19/02/2021	
Supplier Name	Supreme Agencies.		PO/WO amount	15,548/-	
Firm/Company	SHLLP.		Project	SHLLP.	
Sl. No.	Bill No.	Bill Date	Bill amount		
1	4224	01/03/2021	15,548/-		
2					
3					
4					
Amount A - Bills total(Excluding Transport & Hamali Charges):					
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN	
1.			89578.	☒ 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 / W?O			☐ Yes ☐ No - wait for balance material ☐ No (explained below)		
Advance paid / PDC given (deduct when paying)			☐ Yes - Rs. ___/- ☒ No		
Payment - due date					
Remarks:					
19/03/2021					
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts = receiver of bill
Sign:					Accountant
Date					Accounts Manager
Notes: 1. In case amount to be credited to supplier and the bill amount is					

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/-

**Supreme Agencies**

Original For Buyer

GST INVOICE

Branch Office & Godown: 8-7-21, Old Bowenpally, Secunderabad - 500011 Tel: (040)48543886, 48543889 Email: info@supremehyd.co.in

Name and Address of Buyer: C2260 SUMMIT SALES LLP 3 5-4-187/3&4, II ND FLOOR M G ROAD SECUNDERABAD - 500003, Telangana Buyer's GSTIN No: 36ACQFS2044C1Z7		GSTIN No : 36ABWPS5297A1Z1	
Tax Invoice No. 4224		Invoice Date 01-Mar-21	
DC No. & Date. /		Due Date 01-Mar-21	
P.O. No. 74964 / 168413		P.O. Date 19-Feb-21	
Terms of Payment AGAINST DELIVERY		Mode Of Dispatch AUTO	
Consignee Delivery Address: C2260 SUMMIT SALES LLP SITE : BEHIND KINGSTON PG COLLEGE, CHERLPALLY, HYDERABAD, Telangana State Code : 36.		Transporter Name	
L/R No.		Vehicle No TS 10 UA 9758	
Freight Terms		L/R Date	
		Bill Type GST Bill	

S. No.	DESCRIPTION	HSN Code	No. of Pkgs	Quantity Unit	Rate Per Unit	Amount (Rs.)	GST %	GST Amount
1	DURA FIL 25MMX1220MMX2000MM DAWN - DURA FIL ✓ 20 STS X 2.44 = 48.80 SQM	39211900	1	48.80 SQM	270.00	13176.00	18.00	2371.68
 Certified by: Stores Manager								
Total			1	48.80 SQM		13176.00		2371.68

GST Sum In Words:

Rupees Two Thousand Three Hundred Seventy-One And Sixty-Eight Paise Only

Bill Amount In Words:

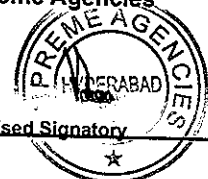
Rupees Fifteen Thousand Five Hundred Forty-Eight Only

INWARD		Gross Total	13176.00
Invoice No: 15932	Dr: 01/3/21	Freight Amt	0.00
IN No: 89518	Dr: 2/3/21	CGST Amt	1185.84
Received By:	Sign:	SGST Amt	1185.84
SUMMIT SALES LLP		IGST Amt	0.00
		Round off	0.32
		Total Amount	15548.00

Terms & Conditions:

1. Our risk responsibility ceases after goods leave our godown.
2. Failure to pay on due date will attract interest @ 24% p.a.
3. All payments to be made through a crossed cheque / NEFT / RTGS
4. Goods Once Sold Cannot be taken back or Exchange.
5. All disputes are subject to Hyderabad jurisdiction only.

For Supreme Agencies



Authorised Signatory

Registered Office: 10-5-127, Fathenagar, Hyderabad - 500018

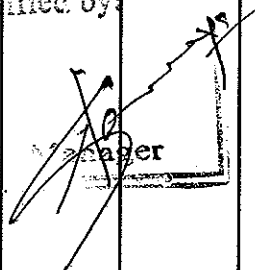
**Supreme Agencies**

Duplicate For Transporter

GST INVOICE

Branch Office & Godown: 8-7-21, Old Bowenpally, Secunderabad - 500011 Tel: (040) 48543886, 48543889 Email: info@supremehyd.co.in

Name and Address of Buyer C2260 SUMMIT SALES LLP 3 5-4-187/3&4, II ND FLOOR M G ROAD SECUNDERABAD - 500003, Telangana Buyer's GSTIN No: 36ACQFS2044C1Z7		GSTIN No : 36ABWPS5297A1Z1	
Tax Invoice No. 4224		Invoice Date 01-Mar-21	
DC No. & Date. /		Due Date 01-Mar-21	
P.O. No. 74964 / 168413		P.O. Date 19-Feb-21	
Terms of Payment AGAINST DELIVERY		Mode Of Dispatch AUTO	
Consignee Delivery Address C2260 SUMMIT SALES LLP SITE : BEHIND KINGSTON PG COLLEGE, CHERLPALLY, HYDERABAD, Telangana State Code : 36.		Transporter Name	
		Vehicle No TS 10 UA 9758	
L/R No.		L/R Date	
Freight Terms		Bill Type GST Bill	

S. No.	DESCRIPTION	HSN Code	No. of Pkgs	Quantity Unit	Rate Per Unit	Amount (Rs.)	GST %	GST Amount
1	DURA FIL 25MMX1220MMX2000MM DAWN - DURA FIL 20 STS X 2.44 = 48.80 SQM	39211900	1	48.80 SQM	270.00	13176.00	18.00	2371.68
INWARD Inward No: 15932 Dt: 01/3/21 AN No: 89518 Dt: 2/3/21 Received By: Sign: 81 SUMMIT SALES LLP Certified by:  Manager								
Total			1	48.80 SQM		13176.00		2371.68

GST Sum In Words:

Rupees Two Thousand Three Hundred Seventy-One And Sixty-Eight Paise Only

Gross Total 13176.00

Bill Amount In Words:

Rupees Fifteen Thousand Five Hundred Forty-Eight Only

Freight Amt 0.00

CGST Amt 1185.84

SGST Amt 1185.84

IGST Amt 0.00

Round off 0.32

Total Amount 15548.00

Terms & Conditions:

1. Our risk responsibility ceases after goods leave our godown.
2. Failure to pay on due date will attract interest @ 24% p.a.
3. All payments to be made through a crossed cheque / NEFT / RTGS
4. Goods Once Sold Cannot be taken back or Exchange.
5. All disputes are subject to Hyderabad jurisdiction only.

For Supreme Agencies



Authorised Signatory

Registered Office: 10-5-127, Fathenagar, Hyderabad - 500018

Purchase Order

Page(s) 1 Of 1

20-02-2021 11:54:51 AM



74964

16.02.21 11:20:53

From Company : **Summit Sales LLP**
5-4-187/38&4, II nd floor, MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

Supreme Agencies
Fatehnagar

GSTIN 36ABWPS5297A1Z1
23776002

23771946

9849137074

Doc No	74964	168413
Doc Date	19-02-2021	
Quote No	Nil	
Quote Date	19-02-2021	
SupplyType	Supply	

Kind Attn : Mr. Rajesh

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6066 - Miscellaneous - Armor Board - NA - Nos	20.00	658.80	0.00	18.00	15,547.68
Total Order Value ...					15,547.68

Rupees : Fifteen Thousand Five Hundred Fourty Seven and Paise Sixty Eight Only.

Terms and Conditions :-

Specification /	All items shall be of "Supreme" brand, according to above size, each board 2 mtrs x 1.22 mtrs @ 270/- / sq.mtr.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
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 you 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 maintenance Purpose.
Completion Date	Nil
Measurement	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Name :

Name :

Accepted the above Terms And Conditions

For **Supreme Agencies**

Date : _/_/

Requisition Form

[illegible]

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

