PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/03/2021	Prepared by:	T.D. Murthy
PO/WO no.	75203	PO / WO Date.	25/02/2021
Supplier Name	G.P. Buildcon Materials	PO/WO amount	Rs. 21,537/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	590	28/02/2021	Rs. 16,183/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 16,183/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	590	28/02/2021	89522	☑ Yes ☐ No
2.	-	-	-	☐ Yes ☐ No
3.	-	-	-	☐ Yes ☐ No
4.	-	-	-	☐ Yes ☐ No

Amount B –Other Credits :	-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	Rs. 16,183/-
Amount E – PO / WO value:	Rs. 21,537/-
Amount F – Difference (A – E):	Rs. -5,354/-

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	**13/03/2021**

Remarks: **Part bill received.**

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			10 MAR 2021				
Date	10/3/21	10/3	MANISH PARIKH				

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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

G.P. BUILDCON MATERIALS G-1 , Sai Srinivasa Towers, 29 - Sripuri Colony Kakaguda, Secunderabad - 15 GSTIN/UIN: 36AIZPG8119P1Z9 State Name : Telangana, Code : 36 Contact : 9866116375,9490056802 E-Mail : g.pbuildcon999@gmail.com	Invoice No. **GP/20-21/590** — Dated **28-Feb-2021** Delivery Note Buyer's Order No. **75203** — Dated **25-Feb-2021** Despatch Document No. — Delivery Note Date Despatched through **VAN-MR SALMAAN** — Destination **CHERLAPALLY** Bill of Lading/LR-RR No. — Motor Vehicle No. **TA 10 UA 9758**
Buyer **M/S SUMMIT SALES LLP** 5-4-187/3&4,II ND FLOOR,M.G ROAD SECUNDERABAD GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**WST 10X140 DIRECT FIXING SET**	73181500	**40 NOS**	153.80	NOS		**6,152.00**
2	**WST 12X180 DIREKT FIXING SET**	73181500	**25 NOS**	302.50	NOS		**7,562.50**
							13,714.50
	CGST @ 9 %			9	%		**1,234.31**
	SGST @ 9 %			9	%		**1,234.31**
	Less : ***ROUNDF***						**(-)0.12**
	Total		**65 NOS**				**₹ 16,183.00**

75186
9/3
SEC'BAD

INWARD
Inward No: 15924 Dt: 01/3/21
GRN No: 8952 Dt: 2/3/21
Received By: Sign: 8
SUMMIT SALES LLP

Certified by:
Stores Manager

Amount Chargeable (in words) *E. & O.E*

INR Sixteen Thousand One Hundred Eighty Three Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
73181500	13,714.50	9%	1,234.31	9%	1,234.31	2,468.62
Total	**13,714.50**		**1,234.31**		**1,234.31**	**2,468.62**

Tax Amount (in words) : **INR Two Thousand Four Hundred Sixty Eight and Sixty Two paise Only**

Company's Bank Details
Bank Name : **ICICI BANK LTD**
A/c No. : **630805500095**
Branch & IFS Code : **VIKRAMPURI & ICIC0006308**

Company's PAN : **AIZPG8119P**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for G.P. BUILDCON MATERIALS
Secunderabad
Authorised Signatory

SUBJECT TO SECUNDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 25-02-2021 4:31:48 PM

75203
25.02.21 10:26:00

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

Supplier Details			
G.P.Buildcon materials flat.no.G1, Saisrinivasa towers, Sri puri Colony, Kakaduda, secunderbad **GSTIN** 36AIZPG8119P1Z9	**Doc No**	75203	168426
	Doc Date	25-02-2021	
	Quote No	Nil	
	Quote Date	26-12-2020	
	SupplyType	Supply	

Kind Attn : Mr.Pavan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7323 - Plumbing - sanitary - Washbasin rag bolts - NA - pairs	40.00	153.80	0.00	18.00	7,259.36
2	7319 - Plumbing - sanitary - Wall hung rag bolts - NA - nos	40.00	302.50	0.00	18.00	14,278.00
					Total Order Value . . .	**21,537.36**

Rupees : Twenty One Thousand Five Hundred Thirty Seven and Paise Thirty Six Only.

Terms and Conditions :-

Specification /	All items shall be of 'Fisher' 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
Penality 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 for Stock maintaince purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

Part Bill received of Rs. 16,188/- B.no. 590 28/2/21 and Bal. Bill of Rs. 5,354 to be receivable.
10/8/21

For *Summit Sales LLP*
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For ***G.P.Buildcon materials***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Summit sales llp	Date:	22.2.2021
Site & Phase :	Summit housing llp	Time:	12.00
Supplier		Req. No.	168426
Material required before date:		ID No.	64345

No	Description	Size	Quantity	Units	Inward No	Date
1	EWC full set		20	nos		
2	Wash basin 75201		20	nos		
3	Pedestal		20	nos		
4	Wash basin rag bolt 75203		40	nos		
5	Wall hung rag bolt		40	nos		

Remarks: Stock maintenance and site use

Prepared By	NEHA		APPROVED BY
Sign.& Date	22.2.2021	Sign. & Date	24 FEB 2021 SOHAM MODI MANAGING DIRECTOR

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