

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	5/3/21	Prepared by:	NEHA
PO/WO no.	74518	PO / WO Date.	06/02/21
Supplier Name	prabul Sanitary	PO/WO amount	5,699/-
Firm/Company	SSLP	Project	Lumith Housing 11P
Sl. No.	Bill No.	Bill Date	Bill amount
1	843	8/2/21	5,699/-
2			
3			
4			
Amount A - Bills total(Excluding Transport & Hamali Charges):			5,699/-
Sl. No.	DC No	DC. Date	MRN No.
1.			88593
2.			
3.			
Amount B -Other Credits : Transportation charges			
Amount C -Other Debits :			
Amount D (D=A+B-C) - Amount to be credited to the supplier:			5699/-
Amount E - PO / WO value:			5699/-
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		12/3/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			11 MAR 2021
Date	5/3/21		

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/-

Purchase Order



74518

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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.

GSTIN 36ACWPG864A1ZG

65S26886.

40077300

9849624797

Doc No	74518	168367
Doc Date	06-02-2021	
Quote No	Nil	
Quote Date	06-02-2021	
SupplyType	Supply	

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
Rupees : Five Thousand Six Hundred Ninty Nine and Paise Fourty Only.					
Total Order Value . . .					5,699.40

Terms and Conditions :-

Specification / Brand 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 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 is for Stock purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Summit Sales LLP**

Authorised Signatory

Name : _____

09/02/2021

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		Summit sales llp		Date:		3.2.2021	
Site & Phase :		Summit housing llp		Time:		11.00	
Supplier				Req. No.		168367	
Material required before date:				ID No.		63719	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Fisher plug	6mm	50	pkts			
2	Holdfast	4"	100	kgs			
3	Measurement tape	5mtrs	20	nos			
4	Ms nails	2 1/2"	50	kgs			
5	Tile grout	Silk	70	kgs			
6	Tile grout	White	70	kgs			
7	Myk damp gaurd		20	kgs			
8							
9							
10							
11							
12							
13							
14							
Remarks: for sslp stock maintenance and site use							
Prepared By		SOWMYA		Approved by			
Sign. & Date		3.2.2021		Sign. & Date			

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

APPROVED
09 FEB 2021
MINISH PARIKH
MANAGER PROCUREMENT

APPROVED BY
3 FEB 2021
SOWMYA
MANAGER PROCUREMENT