PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	9/3/21	Prepared by:	NEHA
PO/WO no.	74959	PO / WO Date.	19/2/21
Supplier Name	Ganesh tube traders	PO/WO amount	7965/-
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	639	20/2/21	7965/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges):	7965/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			89306	☐ 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:	7965/-
Amount E – PO / WO value:	7965/-
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	15/3/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts = receiver of bill	Accountant	Accounts Manager
Sign:	Neha		APPROVED 11 MAR 2021				
Date	9/3/21	9/3	MINISH PARIKH MANAGER PROCUREMENT				

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/-

GANESH TUBE TRADERS (ORIGINAL FOR RECIPIENT)

Invoice No. 639
Ref. No. 74959

GSTIN: 36ADBPJ8881C1ZJ
Authorised Distributor:
Clair®
Too Strong to Resist..
Dated 20-Feb-2021

TAX INVOICE

Party : SUMMIT SALES LLP
5-4-187/3&4, IIND FLOOR
MG ROAD, SECUNDERABAD
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	TEFLON TAPE 12MMX10MT	3919	18 %	500 NO	15.00	NO	10 %	6,750.00
	CGST							607.50
	SGST							607.50
	Total			500 NO				₹ 7,965.00

MODI PROPERTIES SEC'BAD
INWARD No: 74980 Date: 2/3/21 Sign:

INWARD
Inward No: 15892 Dt: 24/2/21
MRN No: 89306
Received By: Dt: 26/2/21
Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

Amount Chargeable (in words)
INR Seven Thousand Nine Hundred Sixty Five Only

E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3919	6,750.00	9%	607.50	9%	607.50	1,215.00
Total	6,750.00		607.50		607.50	1,215.00

Tax Amount (in words) : **INR One Thousand Two Hundred Fifteen Only**

Company's PAN : ADBPJ8881C

Company's Bank Details
Bank Name : HDFC CA 50200014835551
A/c No. : 50200014835551
Branch & IFS Code: PG ROAD,SEC-BAD & HDFC0000042

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

for GANESH TUBE TRADERS(2018-2019)

GANESH TUBE TRADERS SEC-BAD

Authorised Signatory

REVERSE CHARGE NO

H.No.5-2-270, Plot No.29, Hyderbasti,
(Back side of Old Traffic P.S.)
Secunderabad - 500 003.
Ph: 040-66568587, 66568581
Email: ganeshtubetraders@gmail.com
www.ganeshtubetraders.com

Purchase Order

 20-02-2021 11:54:51 AM

74959
16.02.21 11:20:53

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

Supplier Details			
Ganesh Tube Traders 5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.	**Doc No**	74959	168414
	Doc Date	19-02-2021	
	Quote No	Nil	
GSTIN 36ADBPJ8881C1ZJ 66568587/ 66384751	**Quote Date**	19-02-2021	
9246330441. 9949248666	**SupplyType**	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6040 - Miscellaneous - Tefflon tape - NA - nos	500.00	15.00	10.00	18.00	7,965.00
					Total Order Value . . .	**7,965.00**

Rupees : Seven Thousand Nine Hundred Sixty Five Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms Within 30 days of delivery.

Tax All taxes included in above price.

Delivery Date Within 3 days

Delivery Location Summit Housing LLP
Cherlapally,Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penality For Delay Nil

Transportation Included 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 maintain purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For *Summit Sales LLP*
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For *Ganesh Tube Traders*

Name : ____________

Date : __/__/____