# PURCHASE DIVISION Advice for approval for credit to supplier

Date:		19/03/20	21			Dronous	3.1				
PO/WO no. 75432			Prepared by:		T.D. Murthy						
Supplier Name Shah Traders				PO / WO Date.		09/03/2021					
Trade of the second of the sec				PO/WO amount			Rs. 19,352/-				
Firm/Company Summit Sales LLP				Project			SHLLP				
Sl. No. Bill No.					Bill Date			Bill amount			
1. 2829					16/03/2021			<del></del>			
2.					10/03/2021				Rs. 16,631/-		
3.				-				•			
4.					-				•		
	72.11								-		
Amount A	- Bills to	al(Excludin	g Transport	& Hamali	Charge	es):			Rs. 16,631/-	/	
Sl. No.	DC No		DC	. Date	MRN No.			No			
1.	2829		16/	03/2021				<del></del>	DC matches MRN		
2.		<del></del>	<u>_</u> _			90313			□ Yes □ No		
3.						•			□ Yes □ No		
4.	! 					- [			□ Yes □ No	□ Yes □ No	
				_					□ Yes □ No		
Amount B			-						_		
Amount C		_									
lmount D	(D=A+B-(	C) – Amoun	t to be credit	ed to the s	upplier	·	<del></del>			_	
mount E-	PO / WO	value:				·			Rs. 16,631/-		
mount F -	Differenc	e (A – E):	<del></del>			Rs. 19,352/-					
		er PO/WO						· · · · · · · · · · · · · · · · · · ·	Rs. 2,721/-		
					Į⊅Y€	es 🗆 Exce	ss recei	ved   Short re	ceived $\square$ Other (exp	lained below)	
		PO / Bill ac	ceptable?		✓ 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)					below)		
dvance paid / PDC given (deduct when paying)									below)		
ayment - due date				□ Yes – <u>Rs.</u> /- □ No  20/03/2021							
emarks:					20/03	5/2021					
Annuaria	\ - <del></del>										
Approved by		hase icer	Purchase Manager	Procure		M	D	Accounts -	Accountant		
gn:	1		anager	Mana	ager			receiver of		Accounts Manager	
	_ M	100	20	2				bill			
ite		TO TO	91			<del> </del>					
otes: 1. In	case amo	int to be cre	edited to supp	nlier and 4	ha 1:11					- <del>-</del>	

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

**ORIGINAL** 

#### CREDIT

### SHAH TRADERS

2002-B, 4-5-118/26,G Floor.Inside Lala Temple Compound, Lala Temple Street,

Ranigunj, Secunderabad - 500 003, Telangana.

Phone Nos. 040-66382045, 27710679. Cell: 9391013030, 6301785490

Email: ajitshah58@gmail.com

GSTIN: 36ADVPS0266J1ZW

Details of Receiver | Billed To Invoice Number: 2829 Invoice Date : 16-03-2021 SUMMIT SALES LLP P.O No. : 75432 DATED 09/03/2021 5-4-187/3 & 4,II ND FLOOR,M.G. ROAD D.C No. SECUNDERABAD Vehicle No : AP10W8652 Pin No: Transporter Telangana LR No. GSTIN: 36ACQFS2044C1Z7 Payment Due Date : 16-03-2021 Delivery address: CHERLAPALLY, HYDERABAD Description HSN Rate Taxable CGST SGST IGST Net Amount No /SAC KGS NOS Value Rate% Rate% Rate% 1 M S ANGLE SHAPE & SECTION 7216 275.00 14093.75 9.00 9.00 16630.63 MRN No: 908 Received By: SUMMIT SAI TOTAL 14093.75 Invoice Annt in words: Sixteen Thousand Six Hundred Thirty One Rupees Only 16630.63 Bank Details: **Gross Amount** 14,093.75 HDFC BANK ACCOUNT NO. 00428620000165 Add : CGST 1,268.44 BRANCH: S D ROAD, SECUNDERABAD Add : SGST IFSC CODE: HDFC0000042 1,268.44 Add : IGST TCS @ 0.075% Round Off Amount 0.38 Total Amount: 16,631.00 **Customer's Signature** Terms & Conditions: If The gowis once sold will not be taken back and No claim for shortage or damage will be entertained unless lodged 2) interest will be charged @ 18% per annum if payment is not made within 30 days. 3) Our responsibility ceases no sooner goods are handed over to the carrying agency. 4) Payment Strictly by Account Payces Cheques / RTGS only. 5) Subject to Hyderabad Jurisdiction only. E & O.E. **Authorised Signatory** 

## Purchase Order

Page(s) 1 Of 1

09-03-2021 15:51:02

75432

04.03.21 12:26:58

From Company: Summit Sales LLP

5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.

G S T No. : 36ACQFS2044C1Z7

Supplier Details				
Shah Traders				
5-5-156, Lala Temple Road, Ran	iguni Secundorahd	Doc No	75432	168467
	Doc Date	09-03-2021		
GSTIN 36ADVPS026631ZW		Quote No	Nil	
66382045	66388461	Quote Date	09-03-202	21
	9391678801	SupplyType	Supply	<del></del>

Kind Attn: Mr. Ajit Shah

Purchase Order for the Supply of following Items.

Item Name					
	Qty	Rate	Dis%	GST	Amount
1 8020 - Steel - other - MS L angle - 1 1/4 In x6mm - kgs 20 lengths	320.00	51.25	0.00	18.00	19,352.00
Rupees: Ninteen Thousand Three Hundred Fifty Two Only.		Total Or	der Value	·	19,352.00

#### Terms and Conditions :-

Specification / Brand

Item shall be of 16kgs approx. weight per length, weighment slip must to be attached.

Nam

Payment Terms

Within 15days of delivery of all materials & 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

9618244433, Hamendra

Phone.

Penality For Delay

Nil

**Transportation Cost** 

Extra.

Warranty

Nil

.

MI

Advance Paid

Nil

Other Terms

We reserve the right to reject items not conforming to qualify and specifications. Final payment as per actual weight. Above order for labour quarters shelters door frame making purpose.

Completion Date

Nil

Measurment Security

Nil

Remarks

For	Summit Sales LLP			
Auti	orised Signatory	1		
	4	1	,	
Nar	ne :	6	63	2021
			l i	

Accepted the above Terms And Conditions
For *Shah Traders* 

e :	
	Date : / /

Company	Name	Summit sales L	LP				
Site & Phase		Summit Housin		Requisition No. 1		. 168467	
Date		09-03-2021	Time	10:30 AM	ID		
Supplier							64511
Material	required l	pefore			Tin	10.	
Sl. No.				SIZE	QTY	10.	LINITE
. 1.	MS L angle		1 1/4" X 6 mm	20		UNITS	
•				. // 17 0 11 11	20	ल त	length
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Prepared	Ry. N	leha	uoor irames				
				Approved By:			
orgii. et i	Jaic. U	9-03-2021		Sign. & Date:			