PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/3/21	Prepared by:	NEHA
PO/WO no.	75361	PO / WO Date.	4/3/21
Supplier Name	Sri Laxmi Ganesh steel	PO/WO amount	7876/-
Firm/Company	SSHLP	Project	Summith Housing LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	918	10/3/21	7876/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			7876/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			90216	☑ 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:	7876/-
Amount E – PO / WO value:	7876/-
Amount F – Difference (A – E): GST-18%	7876/-

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 7877/- by cheque
Payment – due date	25/3/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	19/3/21	19/3					

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/-

GSTIN - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals
6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.
Email : srilaxmiganeshsteels@gmail.com

Po No 75361

M/s. Summit Sales LLP
M.G. Road
Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 918
Date : 10/3/21
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Welding Rod	25 Pak	267/-	6675	00
			Total	6675	00
			SGST @ 9 %	600	75
			CGST @ 9 %	600	75
			IGST @ 18 %		
			Roundup		50
			Grand Total	7876	00

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 75502
Date 18/3
Sign.

INWARD
Inward No: 1048 Dt: 18/3/21
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words :

INWARD
Inward No: 1601 Dt: 15/3/21
MRN No: 90216 Dt: 7/3/21
Received By: Sign:
SUMMIT SALES LLP

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

For Sri Laxmi Ganesh Steels & Hardware

Signature

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	04/03/2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:30
Supplier		Req. No.	168963
Material required before date:		ID No.	6H439

No	Description	Size	Quantity	Units	Inward No	Date
1	WELDING ROD	STD	25	PACKETS		
2						
3						
4	75861					
5						

Remarks: ABOVE ORDER FOR MS FABRICATION WORK PURPOSE.

Prepared By	T.D. MURTHY	Sign. & Date	
Date:	04/03/2021		

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

APPROVED
04 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Purchase Order

04-03-2021 15:08:52

75361
04.03.21 12:23:55

Copy

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

Supplier Details			
Sri Laxmi Ganesh Steels & Hardware Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad **GSTIN** 36ARPPK9655D2ZA 9246205245/9542575725	**Doc No**	75361	168463
	Doc Date	04-03-2021	
	Quote No	Nil	
	Quote Date	23-01-2021	
	SupplyType	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9574 - Tools - Welding Rod - NA - nos	25.00	267.00	0.00	18.00	7,876.50
					Total Order Value . . .	**7,876.50**

Rupees : Seven Thousand Eight Hundred Seventy Six and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation. Welding rod - Mangalam brand.
Payment Terms	100% as advance at the time of 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 Cost	Transport cost shall be bome by us.
Warranty	Nil
Advance Paid	Rs. 7,877/- to be pay vide cheque no. dt.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for fabrication work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For *Sri Laxmi Ganesh Steels & Hardware*

Name :

Date : __/__/___