PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/03/2021	Prepared by:	T.D. Murthy
PO/WO no.	74657	PO / WO Date.	10/02/2021
Supplier Name	Shah Traders	PO/WO amount	Rs. 13,607/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	2462	10/02/2021	Rs. 14,514/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 14,514/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	2462	10/02/2021	90438	☑ 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. 14,514/-
Amount E – PO / WO value:				Rs. 13,607/-
Amount F – Difference (A – E):				Rs. 907/-

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	**27/03/2021**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 24 MAR 2021 MINISH PARIKH				
Date	24/3	24/3					

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. 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/-

TRIPLICATE

TAX INVOICE

~~CASH~~ / 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 : 2462	Invoice Date : 10-02-2021
SUMMIT SALES LLP 5-4-187/3 & 4 II ND FLOOR,M G ROAD SECUNDERABAD Telangana Pin No : GSTIN : 36ACQFS2044C1Z7 Phone :	P.O No. : 74657 DATED 10/02/2021 D.C No. : Vehicle No : AP29U6485 Transporter : L.R No. : Payment Due Date : 10-02-2021	

Delivery address : CHERLAPALLY,BEHIND KINGSTON PG COLLEGE,CHERLAPALLY,HYDERABAD 501 301

S No	Description	HSN / SAC	Qty KGS	Qty NOS	Rate	Taxable Value	CGST Rate%	SGST Rate%	IGST Rate%	Net Amount
1	M S ANGLE SHAPE & SECTION 22x22x3mm	7216	240.00		51.25	12300.00	9.00	9.00		14514.00
	TOTAL		240.00			12300.00				14514.00

INWARD WITH TIME:

Inward No.	Dt. 11/1/21
MRN No:	Dt:
Received By:	Sign:

SILVER OAK VILLAS LLP

INWARD No: 1549 Date: 23/3/21 Sign:
NOBLE PROPERTIES PVT. LTD. SEC'BAD

Invoice Amt in words : Fourteen Thousand Five Hundred Fourteen Rupees Only

Bank Details :
HDFC BANK
ACCOUNT NO. 00428620000165
BRANCH: S D ROAD,SECUNDERABAD
IFSC CODE: HDFC0000042

Gross Amount	12,300.00
Add : CGST	1,107.00
Add : SGST	1,107.00
Add : IGST	
~~TDS @ 0.075%~~	
Round Off Amount	
Total Amount :	**14,514.00**

INWARD

Inward No: 16072	Dt: 23/3/21
MRN No: 90438	Dt: 24/3/21
Received By:	Sign:

SUMMIT SALES LLP

Customer's Signature

Terms & Conditions :-
1) The goods 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 Payees Cheques / RTGS only.
5) Subject to Hyderabad Jurisdiction only. E & O.E.

Certified by:

Stores Manager

For SHAH TRADERS

Authorised Signatory

Purchase Order

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74657
10.02.21 4:59:45

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, Ranigunj, Secunderabd.

GSTIN 36ADVPS0266J1ZW 66388461
66382045 9391678801

Doc No	74657	168388
Doc Date	10-02-2021	
Quote No	Nil	
Quote Date	10-02-2021	
SupplyType	Supply	

Kind Attn : Mr. Ajit Shah

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8027 - Steel - other - MS L angle - 3/4 In x3mm - kgs *50 lengths*	225.00	51.25	0.00	18.00	13,606.88
					Total Order Value . . .	**13,606.88**

Rupees : Thirteen Thousand Six Hundred Six and Paise Eighty Eight Only.

Terms and Conditions :-

Specification / Brand	Item shall be of 4.5kgs approx. per 18' length. weighment slip must be attached.
Payment Terms	Within 15days 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	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Final payment as per actual weighment. Above order for Cloth Hangers making purpose - For SOV site.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory
Name : 10/02/2021

Accepted the above Terms And Conditions
For *Shah Traders*
Name :
Date : __/__/____

Requisition Form

Company Name:	Summit sales llp	Date:	10.2.2021
Site & Phase :	Summit housing llp	Time:	12.00
Supplier		Req. No.	168388
Material required before date:		ID No.	63830

No	Description	Size	Quantity	Units	Inward No	Date
1	L- ANGLES	3/4"X3MM	50	LEN	- 51.25 feet.	
2					wt: 4.5 Kg	
3						
4						
5						
6	74657					
7						
8						
9						
10						
11						
12						
13						
14						

APPROVED
10 FEB 2021
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: CLOTH HANGERS MAKING PURPOSE FOR SOV LLP

Prepared By	SOWMYA	Approved by	
Sign.& Date	10.2.2021	Sign. & Date	

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