PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	27/3/21	Prepared by:	NEHA
PO/WO no.	75612	PO / WO Date.	16/3/21
Supplier Name	Sathyavarapu Hardware	PO/WO amount	7003/-
Firm/Company	SS/P	Project	SHLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1168	22/3/21	7003/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			7003/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			90459	□ 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:	7003/-
Amount E – PO / WO value:	7003/-
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	2/4/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]	[signature] 29 MAR 21				
Date	27/3/21	29/3					

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:36BCBPS4784B1ZJ PAN: BCBPS4784B

Sathyavarapu Hardwares

Dealers In : Kitchen Accessories & Exclusive Hardware

2-3-576/2/2/A, Minister Road, Nallagutta, Secunderabad.

: 040-66610337 : 98853 16000, : sathyavarapu_ravi@yahoo.com

TAX INVOICE-CASH/CREDIT

- ☐ Original for Receipt
- ☐ Duplicate for Transporter
- ☐ Triplicate for Supplier

Invoice No. : 1168/19 - 20
Invoice Date : 22/3/2021
State : Telangana State Code36

Transportation Mode:
Vehicle Number:
P.O. Number : 75612
LR No:
No. of Cases:
Place of Supply:

DETAILS OF CONSIGNEE: BILLED TO

NAME: Summit Sales LLP
Address: 5-4-187/3&4, IInd floor, MG Road, Secunderabad - 500003
GSTIN: 36ACQFS2044C1Z7
State: Telangana State Code: 36

DETAILS OF RECEIVER: SHIPPED TO

NAME:
Address:
GSTIN:
State: State Code:

S. No.	HSN/SAC Code	Description of Goods	Qty.	UoM	Rate	Disc %	GST %	Taxable Amount (Rs.)
1	7318	30x8 wooden screw	30	Pkt	38.50		18%	1155=00
2	7318	32x6 SS Screw C	20	Pkt	114		18%	2280=00
3	7318	38x8 SS Screw C	20	Pkt	125		18%	2500=00
4								
5								
6			75912					
7								
8								
9								
10								
11								
12								
13								
14								

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No: 15912
Date: 23/3
Sign:

INWARD
Inward No: 16063 Dt: 23/3/21
GRN No: 90454 Dt: 24/3/21
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

HSN Code	Taxable Amount	GST%	CGST	SGST	IGST		
						Transport / If any	
						Total Amount before Tax	5935=00
						Add. CGST 9%	534=00
						Add: SGST 9%	534=00
						Add: IGST	
						GRAND TOTAL	7003=00

Amount in words: Seven Thousand Three only

(7003)

We Bank with:
HDFC BANK,
Paradise Branch, Secunderabad
Current Account: 00422000029168
RTGS/IFSC Code : HDFC0000042

* Goods once sold will not be taken back
Subject to Secunderabad Jurisdiction E&O.E.

Receiver's Signature with Stamp

For Sathyavarapu Hardwares

Authorised Signatory

Purchase Order

 18-03-2021 11:57:56 AM

75612
15.03.21 12:26:20

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

Supplier Details			
Sathyavarapu Hardwares,	**Doc No**	75612	168476
#2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.	**Doc Date**	16-03-2021	
	Quote No	Nil	
GSTIN 36BCBPS4784B1ZJ	**Quote Date**	16-03-2021	
65910337. 9885316000.	**SupplyType**	Supply	

Kind Attn : Mr. S. Ravi Kumar.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2304 - Carpentry - hardware - Wood Screws - 30 x 8 mm - nos	30.00	38.50	0.00	18.00	1,362.90
2	2156 - Carpentry - hardware - S.S. Screws - other - pkts *32 x 6*	20.00	114.00	0.00	18.00	2,690.40
3	2156 - Carpentry - hardware - S.S. Screws - other - pkts *35 x 8*	20.00	125.00	0.00	18.00	2,950.00
					Total Order Value . . .	**7,003.30**

Rupees : Seven Thousand Three and Paise Thirty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
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
Penality For Delay	Nil
Transportation	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 for Stock use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Sathyavarapu Hardwares,***

Name : ____________

Date : __/__/____