PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	12/04/2021	Prepared by:	T.D. Murthy
PO/WO no.	75760	PO / WO Date.	19/03/2021
Supplier Name	Sri Laxmi Ganesh Steels & Hardware	PO/WO amount	Rs. 8,762/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	934	30/03/2021	Rs. 8,762/-
2.	-	-	-
3.	-	-	-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 8,762/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	934	30/03/2021	91148	□ 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. 8,762/-
Amount E – PO / WO value:	Rs. 8,762/-
Amount F – Difference (A – E):	-

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. 8,762/- □ No
Payment – due date	-
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED				
Date		12/4	12 APR 2021				

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/-

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. 75760

M/s. Summit Sales LLP
MG. Road

Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 934
Date : 30/3/21
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Welding Rods	25 Pak	267/-	6675=	00
	M.S. Lock Patti	10 kg	75/=	750=	00
			Total	7425=	00
			SGST @ 9 %	668=	25
			CGST @ 9 %	668=	25
			IGST @ 18 %		
			Roundup		
			Grand Total	8761=	50

INWARD WITH TIME:
Inward No: 10471 Date: 1/4/21
MRN No: 9/148 Date: 12/4/21
Received By:
Sign:
SILVER OAK VILLAS LLP

MODI PR... SEC'BAD
No. 76489
Date 12/4
Sign

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

Rupees In words : ____________________

For Sri Laxmi Ganesh Steels & Hardware

Signature

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

Purchase Order

 19-03-2021 17:24:17

75760
16.03.21 12:29:46

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	75760	168508
Doc Date	19-03-2021	
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
2	8015 - Steel - other - MS Gate Lock Patti - 1 1/2 In - nos *in kgs*	10.00	75.00	0.00	18.00	885.00
					Total Order Value . . .	**8,761.50**

Rupees : Eight Thousand Seven Hundred Sixty One 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 borne by us.
Warranty	Nil
Advance Paid	Rs. 8,762/- 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 MS 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 : __/__/____

Company Name	Summit sales LLP				
Site & Phase	Summit Housing LLP			Requisition No.	168508
Date	19-03-2021	Time	10:30 AM	ID No.	64828
Supplier					
Material required before				Time:	

Sl. No.	Description	SIZE	QTY	UNITS
1.	Gate lock patti		10	kgs
2.	Welding rods		25	nis
	75760			

Remarks: For fabrication purpose

Prepared By:	Neha	Approved By:	
Sign. & Date:	19-03-2021	Sign. & Date:	

APPROVED
19 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

75/kg.

12pcs.