PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/04/2021	Prepared by:	~~BHAVANI~~ MINISH
PO/WO no.	74373.	PO / WO Date.	03/02/2021
Supplier Name	Akshaya Traders.	PO/WO amount	4,130/-
Firm/Company	SSLLP.	Project	SHLLP.
Sl. No.	Bill No.	Bill Date	Bill amount
1	1167.	15/04/2021	4,130/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,130/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			91255.	□ 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:	4,130/-
Amount E – PO / WO value:	4,130/-
Amount F – Difference (A – E): GST-18%	- NIL -

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	24/04/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 21 APR 2021				
Date		21	MINISH PARIKH MANAGER PROCUREMENT				

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/-

TAX INVOICE

AKSHAYA TRADERS

Cell : 9959611144
9381004542

Suppliers : BOMBAY BROOMS, SPONGES, GOA ROPES, BLUE SHEETS, DIAMOND MESH, FOAM SHEETS Etc.
H.No. 6-4-392/1, New Bholakpur, Secunderabad - 500 003. T.S.
GSTIN : 36BFYPA0121A1Z3

Invoice No. 1167

Date 15/4/2021

Name Summit Sales LLP GSTIN 36ACRFS2044C1Z7

Address P.O.No. 74373

State State Code

Sl. No.	PARTICULARS	HSN CODE	Qty	Rate	Amount	5%	12%	18%	Amount
1	Sponges	3921	500	7	3500			630	4130-
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

Certified by:

Stores Manager

PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 7628
Date 20/4
Sign.

INWARD
Inward No: 16266 Dt: 15/4/21
MRN No: 91255 Dt: 17/4/21
Received By:
Sign:
SUMMIT SALES LLP

Mode of Payment :
Cash/Cheque/Cheque No.

Total Amount		3500-
Add CGST 9%	315	
Add SGST 9%	315	
Total GST	630	
Total Amount		4130-

Rupees in Words

Receiver's Signature

For Akshaya Traders

Proprietor

Purchase Order

 03-02-2021 13:03:07

74373
29.01.21 12:34:13

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

Supplier Details			
Akshaya Traders 6-4-392/1, New Bholakpur, Secunderbad	**Doc No**	74373	168345
	Doc Date	03-02-2021	
	Quote No	Nil	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	03-02-2021	
9381004542 9959611144	**SupplyType**	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4057 - Consumables - Sponges - NA - nos	500.00	7.00	0.00	18.00	4,130.00
					Total Order Value . . .	**4,130.00**

Rupees : Four Thousand One Hundred Thirty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST included in above price.
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 items not confirming to qlty & specs. Breakage in your account. Above order for Stock maintain purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***
Authorised Signatory

03/02/2021

Name :

Contact - -

Accepted the above Terms And Conditions
For ***Akshaya Traders***

Name :

Date : / /

Company Name	Summit sales LLP				
Site & Phase	Summit Housing LLP			Requisition No.	168345
Date	29-01-2021	Time	4:00 PM	ID No.	63529
Supplier					
Material required before				Time:	

Sl. No.	Description	SIZE	QTY	UNITS
1.	Recron		160	Nos
2.	Gova ropes		10	Nos
3.	Blue sheets	24x18 sft	10	Nos
4.	Safety belts		50	Nos
5.	Labour helments male		50	Nos
6.	Acid		156	Nos
7.	Air packet		24	Nos
8.	Bombay brooms (big)		50	Nos
9.	Dust pans		12	Nos
[illegible]	Sponges		500	Nos
11.	Pvc bucket with mug		15	Nos
12.	Vimbar		24	Nos
13.	Lizol		24	Nos
14.	Colin		20	Nos

74367

74373

Remarks:For ssllp stock maintenance and site use

Prepared By:	Neha	Approved By:	
Sign. & Date:	29-01-2021	Sign. & Date:	

APPROVED BY
30 JAN 2021
MANAGING DIRECTOR