PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	12/04/2021	Prepared by:	T.D. Murthy
PO/WO no.	76137	PO / WO Date.	03/04/2021
Supplier Name	Naveen Metal Udyog	PO/WO amount	Rs. 16,992/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	007	03/04/2021	Rs. 18,054/-
2.	-	-	-
3.	-	-	-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 18,054/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	007	03/04/2021	90981	☑ 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. 18,054/-
Amount E – PO / WO value:				Rs. 16,992/-
Amount F – Difference (A – E):				Rs. 1,062/-

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	17/04/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 12 APR 2021 MINISH PARIKH				
Date	12/4/21	12/4					

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/-

GST No. : 36AGOPD8982C1Z4

TAX INVOICE
~~CASH~~ / CREDIT

Phone : 27712497
40042626

NAVEEN METAL UDYOG

4-5-155, PAN BAZAR, SECUNDERABAD - 500 003.
E-mail : nmuhyd@yahoo.co.in

M/s. SUMMIT SALES LLP
M.G. ROAD.
SECUNDERABAD

Phone ______ Fax ______

GST No. 36ACQFS5244C1Z7

Invoice No. : 007 Date : 03/04/21

P. O. No. & Date : 76137/168556

D. C. No. : 03/04/21 Date :

Desp. Through : ~~AP 28 U 8836~~ AP 29 V 5237

HSN Code	PARTICULARS	Qty.	Unit Price	AMOUNT
7209	Sheets 3'x6' EACH @ 80/-	10 Nos.	@ 1440/-	14400=00
	Auto			900=00

INWARD
Inward No: 16158 Dt: 6/4/21
MRN No: 90981 Dt: 6/4/21
Received By: Sign:
SUMMIT SALES LLP

INWARD
Inward No 10474 Dt 3/4/21
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 96363
Date 9/4
Sign.

SUB TOTAL	15300=00
	—
SGST @ 9%	1377=00
CGST@ 9%	1377=00
IGST @	—
G. TOTAL	18054=00

BANK : **PUNJAB NATIONAL BANK** Branch : M. G. Road, Secunderabad.
A/c. No. : 0625210318512 IFSC Code : PUNB0062520

Rupees Eighteen thousand and fifty four only

1. Goods once sold will not be taken back and No claim for shortage of damage will be entertained unless lodged within 24 hours.
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 only.
5. Subject to Secunderabad Jurisdiction only.

E & O. E.

For **NAVEEN METAL UDYOG**

Authorised Signatory

Purchase Order

 03-04-2021 11:34:16

76137
30.03.21 4:51:32

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

Supplier Details

Naveen Metal Udyog
4-5-155, Pan Bazar, Sec-bad-03.

GSTIN 36AGOPD8982C1Z4
66382026. 9246297667 27712497.

Doc No	76137	168556
Doc Date	03-04-2021	
Quote No	Nil	
Quote Date	03-04-2021	
SupplyType	Supply	

Kind Attn : Mr.Surpat Singh Dugar/ Nikil Dugar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8090 - Steel - other - MS Sheet - 20guage - kgs *6'0 x 3'0 - 10 sheets*	180.00	80.00	0.00	18.00	16,992.00
	Rupees : Sixteen Thousand Nine Hundred Ninty Two Only.				**Total Order Value . . .**	**16,992.00**

Terms and Conditions :-

Specification / Brand	Item shall be of ISI quality. should be 20guage.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Same 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	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for making of Barrication work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : 03/04/2021

Accepted the above Terms And Conditions

For ***Naveen Metal Udyog***

Name : ____________________

Date : __/__/__

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	03.04.2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11.00
Supplier		Req. No.	168556
Material required before date:		ID No.	65164

No	Description	Size	Quantity	Units	Inward No	Date
1	SQ. PIPE	1" x 2 MM	10	LENGHTS	62+184	9.5
2	ROUND PIPE	1" X 2 MM	10	LENGHTS		
3	M.S. SHEET - 20 GAUGE	6' X 3'	10	SHEETS		
		76137	76138			

Remarks:FOR STOCK MAINTENANCE PURPOSE (Making of Samples-Barrications)

Prepared By	NEHA		
Sign.& Date	03.04.2021	Sign. & Date	

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

03 APR 2021