4|5 (E)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	4/5/21	Prepared by:	HEMENDRA
PO/WO no.	76536	PO / WO Date.	20/4/21
Supplier Name	Sri Laxmi Ganesh Steel & Hiwan	PO/WO amount	10,130/-
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	33	28/4/21	10,130/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10,130/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	33	28/4/21	91651	☑ 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:	10,130/-
Amount E – PO / WO value:	10,130/-
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	8/5/21
Remarks: Lunch in 8 day	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		[signature] APPROVED 04 MAY 2021 MINISH PARIKH				
Date							

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 - 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

P.O.No. 76536

M/s. Summit Sales LLP
M.G. Road

Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 033
Date : 28/4/21
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Machine Blades 14"	50 No	145/-	7250=	00
	Welding Rod	5 Pak	267/-	1335=	00
		Total		8585=	00
		SGST @ 9 %		772=	65
		CGST @ 9 %		772=	65
		IGST @ 18 %			
		Roundup			30
		Grand Total		10130=	00

INWARD
Inward No: 10485 Dt: 28/4/21
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

INWARD
Inward No: 16279 Dt: 29/4/21
MRN No: 91651 Dt: 29/4/21
Received By: Sign:
SUMMIT SALES LLP

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

Rupees In words :

MODI PROPERTIES PVT LTD * SEC'BAD *
INWARD
No. 80161
Date 3/5
Sign 2

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

 20-04-2021 15:43:43

76536
16.04.21 1:10:46

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	**Doc No**	76536	168604
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	20-04-2021	
	Quote No	Nil	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	23-01-2021	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	9550 - Tools - Machine Blade - other - nos *Cutting blade Norton 14"*	50.00	145.00	0.00	18.00	8,555.00
2	9574 - Tools - Welding Rod - NA - nos	5.00	267.00	0.00	18.00	1,575.30
					Total Order Value . . .	**10,130.30**

Rupees : Ten Thousand One Hundred Thirty and Paise Thirty 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. 10,130/- 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 : 20/04/2021

Accepted the above Terms And Conditions
For ***Sri Laxmi Ganesh Steels & Hardware***

Name : ____________________

Date : __/__/____

.Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	20/04/2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	13:00
Supplier		Req. No.	168604
Material required before date:		ID No.	65530

No	Description	Size	Quantity	Units	Inward No	Date
1	Welding Rods	STD	5	Boxes		
2	Cutting Wheels	14''	50	nos		
3						
4	78536					
5						

Remarks: ABOVE ORDER FOR MS FABRICATION WORK PURPOSE.

Prepared By	T.D. MURTHY	Sign. & Date	APPROVED 20 APR 2021 MINISH PARIKH MANAGER PROCUREMENT
Date:	20/04/2021		

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