

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

10/5

Date:		10/5/21		Prepared by:		HEMENDRA	
PO/WO no.		76839		PO / WO Date.		30/4/21	
Supplier Name		Santosh Tapanan		PO/WO amount		7137/-	
Firm/Company		SSLP		Project		SSLP	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	009	30/4/21		7137/-			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						7137/-	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	009	30/4/21	91687	☐ 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:						7137/-	
Amount E – PO / WO value:						7,137/-	
Amount F – Difference (A – E): GST-18%						7,137/-	
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			15/5/21				
Remarks: 2 km 20/2							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
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/-

TAX-INVOICE

SANTHOSH TARPAULIN

2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District - 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC

Email id: santhoshtarp@gmail.com

Cell: 9642662732

Bank Account : AXIS BANK

Acc.No.919020039284737

IFSC CODE :UTIB0001378

To SUMMIT SALES LLP
5-4-187/3&4Ind floor MG ROAD
SECUNDERABAD 500003

GSTIN No. 36ACQFS2044C1Z7

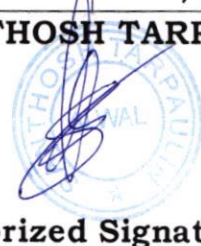
Invoice No: **009**

Invoice Date: 30/04/2021

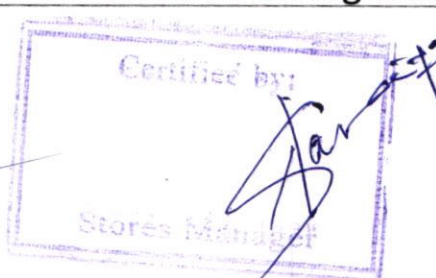
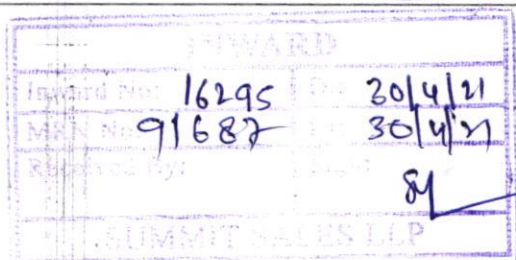
P.O.No.76839/168645

P.O.Date: 30.04.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN BLUE SHEET 24 X 18 ft10nos	3926	4320 sft	@ 1.40	@ 6048.00
Rupees in word SEVEN THOUSAND ONE HUNDERD THERTY SIX AND SIXTY PAISE ONLY				Total ::	6048.00
				CGST @ 9% ::	544.32
				SGST @ 9% ::	544.32
				IGST 18% ::	
				Total GST ::	-
				Grand Total ::	7,136.64
Receiver Signature & Seal				For SANTHOSH TARPAULIN	



Authorized Signatory



TAX-INVOICE

SANTHOSH TARPAULIN

2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
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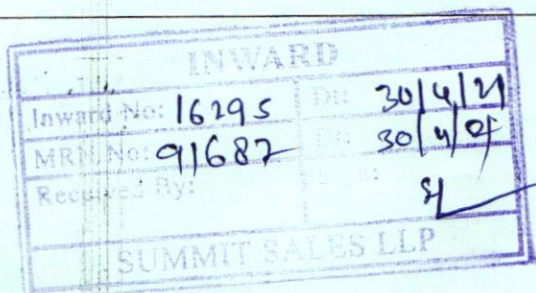
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				Grand Total ::	7,136.64
Receiver Signature & Seal				For SANTHOSH TARPAULIN	
				Authorized Signatory	



Purchase Order



Page(s) 1 Of 1

30-04-2021 11:53:37 AM

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

Supplier Details

Santosh Tarpaulin
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist
-500010

GSTIN 36ATWPA1307P1ZC

9642662732

Doc No	76839	168645
Doc Date	30-04-2021	
Quote No	Nil	
Quote Date	30-04-2021	
SupplyType	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6011 - Miscellaneous - Blue Sheet - 24 Ft x18 Ft - sft 10 nos	4,320.00	1.40	0.00	18.00	7,136.64
Total Order Value . . .					7,136.64

Rupees : Seven Thousand One Hundred Thirty Six and Paise Sixty Four 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

Penalty 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 Purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Santosh Tarpaulin**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		28.04.2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		03:00	
Supplier				Req. No.		168645	
Material required before date:					ID No.		65812

No	Description	Size	Quantity	Units	Inward No	Date
1	GI Buckets		48	nos		
2	Blue Sheet	18x24	10	sft		
3	Spade With Handles		20	nos		
4	Mopping Cloth		120	nos		
5	Yellow Cloth		120	nos		
6	Checks Cloth		120	nos		
7	Dettol Liquid		10	nos		
8	Dettol Hand Wash		48	nos		
9	Water Bottles		60	nos		
10	Babul Can	20ltrs	20	nos		
11	Room Freshner		36	nos		
12	Odonil		50	nos		
13	Surf		60	nos		
14	Vim Bar		48	nos		
15	Lizol		48	nos		
16	Harpic		48	nos		
17	Phinyle		40	nos		
18	Colin		60	nos		
19	Safety Belt		20	nos		
20	Wiper		20	nos		
21	Dust Pan		24	nos		
22	Bambay Broom	Big	50	nos		
23	Mopping Stick		30	nos		
24	PVC Bucket		10	nos		
25	Acid		120	nos		
26	Teflon Tape		500	nos		
27	Sponges		1000	nos		
28	Bambay Broom	Small	300	nos		

Remarks: For Stock Maintenance Purpose

Prepared By	BHAVANI	Sign. & Date	
Sign. & Date	28.04.2021		

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

APPROVED

30 APR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE