

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 14/5/21		Prepared by: HEMENDRA	
PO/WO no. 76763		PO / WO Date. 11/5/21	
Supplier Name Prajwal Samitary		PO/WO amount 1,01,578/-	
Firm/Company S S L P		Project SHLP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	156	11/5/21	73,825/-
2			
3			
4			
Amount A - Bills total(Excluding Transport & Hamali Charges):			73,825/2
Sl. No.	DC .No	DC. Date	MRN No. DC matches MRN
1.	156	11/5/21	92001 ☒ 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:			73,825/-
Amount E - PO / WO value:			1,01,578/-
Amount F - Difference (A - E): GST-18%			27,753/2
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			
Remarks: Incomplete B 2d/-			
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/-

(ORIGINAL FOR RECIPIENT)

Purchase Order

Of 2

28-04-2021 11:55:58 AM

C

76763

16.04.21 1:14:54

Company : **Summit Sales LLP**

5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.

G S T No. : 36ACQFS2044C1Z7

Supplier Details

Praful Sanitary

3-6-138/5, Himayat Nagar, Hyderabad.

GSTIN 36ACWPG864A1ZG

40077300

65526886.

9849624797

Doc No

76763

168634

Doc Date

28-04-2021

Quote No

Nil

Quote Date

16-05-2020

SupplyType

Supply

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7045 - Plumbing - CP - Wall Mixer - other - nos F200020	5.00	3,850.00	37.28	18.00	14,246.85
2 7036 - Plumbing - CP - Shower arm - NA - nos F200028	20.00	550.00	37.28	18.00	8,141.06
3 7037 - Plumbing - CP - Shower head - NA - nos F160025	20.00	750.00	37.28	18.00	11,101.44
4 7033 - Plumbing - CP - Pillar cock - NA - nos F200001	20.00	950.00	37.28	18.00	14,061.82
5 7377 - Plumbing - CP - Sink Cock With Swivel Spout - NA - Nos F200024	10.00	1,425.00	37.28	18.00	10,546.37
6 7035 - Plumbing - CP - Short Body - NA - nos F200003	6.00	875.00	37.28	18.00	3,885.50
7 7302 - Plumbing - sanitary - Health Faucet - NA - nos F160027	20.00	800.00	37.28	18.00	11,841.54
8 7042 - Plumbing - CP - Stop Cock - 1/2 In - nos F200005	50.00	750.00	37.28	18.00	27,753.60
Total Order Value . . .					101,578.18

Rupees : One Lakh(s) One Thousand Five Hundred Seventy Eight and Paise Eighteen Only.

Terms and Conditions :-**Specification /** All items shall be of 'Hindware' brand, Classic series**Payment Terms** Within 30 days of delivery.**Tax** All taxes included in above price.**Delivery Date** Within 3 days**Delivery Location** Summit Housing LLP

Cherlapally, Behind Kingston PG college, Hyderabad

Phone. 9618244433, Hamendra

Penalty For Delay Nil**Transportation** Included by us !**Warranty** 7 years warrantyFor **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name : _____

Name : _____

Date : __/__/__

PO Amt 1,01,578.18
33,825/-
27,753.60
Bk 156-

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	26.04.2021
Address & Phase :	SUMMIT HOUSING LLP	Time:	04:00
Supplier		Req. No.	168634
Material required before date:		ID No.	65740

No	Description	Size	Quantity	Units	Inward No	Date
1	CP -Wall Mixture		5	nos		
2	Long Body		10	nos		
3	Short Body		6	nos		
4	Shower Arm		20	nos		
5	Shower Head		20	nos		
6	Pillar Cock		20	nos		
7	Angle Cock		50	nos		
8	Wash Basin Coupling		25	nos		
9	GI-Ball Valve	1/2"	10	nos		
10	GI-Ball Cock	1/2"	10	nos		
11	Wall Hung Rag Bolts		40	nos		
12	Rag Bolts(wash basin)		40	nos		
13	Waste Pipe		60	nos		
14	Health Faucet		20	nos		

Remarks: For Maintaining Stock Purpose

Prepared By	BHAVANI	Sign. & Date	26.04.2021
Sign. & Date	26.04.2021	Sign. & Date	

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

