

PURCHASE DIVISION
Advice for approval for credit to supplier

B

Date: <u>27/5/21</u>		Prepared by: <u>HEMENDRA</u>	
PO/WO no. <u>76868</u>		PO / WO Date. <u>3/5/21</u>	
Supplier Name <u>Supreme agencies</u>		PO/WO amount <u>15,548/-</u>	
Firm/Company <u>SSIC</u>		Project <u>Sh 168</u>	
Sl. No.	Bill No.	Bill Date	Bill amount
1	<u>714</u>	<u>25/5/21</u>	<u>15,548/-</u>
2			
3			
4			
Amount A - Bills total(Excluding Transport & Hamali Charges): <u>15,548/-</u>			
Sl. No.	DC No	DC. Date	MRN No.
1.	<u>714</u>	<u>25/5/21</u>	<u>92324</u>
2.			
3.			
DC matches MRN ☒ Yes ☐ No ☐ Yes ☐ No ☐ 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:			
Amount E - PO / WO value: <u>15,548/-</u>			
Amount F - Difference (A - E): GST-18% <u>15,548/-</u>			
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. <u> </u> /- ☐ No	
Payment - due date			
Remarks: <u>Invoice Recd</u>			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:	<u>[Signature]</u>		
Date			

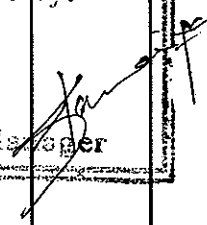
Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos 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/-

Supreme Agencies

Original For Buyer
GST INVOICE

Branch Office & Godown: 8-7-21, Old Bowenpally, Secunderabad - 500011 Tel: (040) 48543886, 48543889 Email: info@supremehyd.co.in

Name and Address of Buyer C2260 SUMMIT SALES LLP 3 5-4-187/3&4, II ND FLOOR M G ROAD SECUNDERABAD, -500003, Telangana Buyer's GSTIN No: 36ACQFS2044C1Z7	GSTIN No : 36ABWPS5297A1Z1 <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Tax Invoice No. 0714</td> <td style="width: 50%;">Invoice Date 25-May-21</td> </tr> <tr> <td>DC No. & Date. /</td> <td>Due Date 25-May-21</td> </tr> <tr> <td>P.O. No. 76868 / 168647</td> <td>P.O. Date 6-May-21</td> </tr> <tr> <td>Terms of Payment AGAINST DELIVERY</td> <td>Mode Of Dispatch AUTO</td> </tr> </table>	Tax Invoice No. 0714	Invoice Date 25-May-21	DC No. & Date. /	Due Date 25-May-21	P.O. No. 76868 / 168647	P.O. Date 6-May-21	Terms of Payment AGAINST DELIVERY	Mode Of Dispatch AUTO
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Consignee Delivery Address C2260 SUMMIT SALES LLP SITE : BEHIND KINGSTON PG COLLEGE, CHERLPALLY, HYDERABAD, Telangana State Code : 36.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Transporter Name</td> <td style="width: 50%;">Vehicle No TS 10 UA 0143</td> </tr> <tr> <td>L/R No.</td> <td>L/R Date</td> </tr> <tr> <td>Freight Terms</td> <td>Bill Type GST Bill</td> </tr> </table>	Transporter Name	Vehicle No TS 10 UA 0143	L/R No.	L/R Date	Freight Terms	Bill Type GST Bill		
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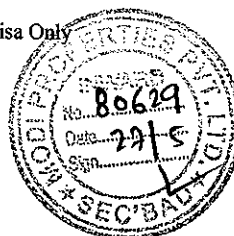
S. No.	DESCRIPTION	HSN Code	No. of Pkgs	Quantity Unit	Rate Per Unit	Amount (Rs.)	GST %	GST Amount
1	DURA FIL 25MMX1220MMX2000MM DAWN - DURA FIL ✓ 20 STS X 2.44 = 48.80 SQM	39211900	1	48.80 SQM	270.00	13176.00	18.00	2371.68
INWARD Inward No: 16396 Dt: 25/5/21 GRN No: 92324 Dt: 26/5/21 Received By: Sign:  SUMMIT SALES LLP Certified by:  Stores Manager								
Total			1	48.80 SQM		13176.00		2371.68

GST Sum In Words:

Rupees Two Thousand Three Hundred Seventy-One And Sixty-Eight Paise Only

Bill Amount In Words:

Rupees Fifteen Thousand Five Hundred Forty-Eight Only

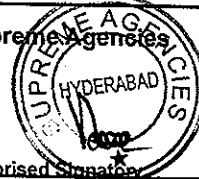


Gross Total	13176.00
Freight Amt	0.00
CGST Amt	1185.84
SGST Amt	1185.84
IGST Amt	0.00
Round off	0.32
Total Amount	15548.00

Terms & Conditions:

1. Our risk responsibility ceases after goods leave our godown.
2. Failure to pay on due date will attract interest @ 24% p.a.
3. All payments to be made through a crossed cheque / NEFT / RTGS
4. Goods Once Sold Cannot be taken back or Exchange.
5. All disputes are subject to Hyderabad jurisdiction only.

For Supreme Agencies



Authorised Signatory

Registered Office: 10-5-127, Fathenagar, Hyderabad - 500018

Duplicate For Transporter

Supreme Agencies GST INVOICE

Branch Office & Godown: 8-7-21, Old Bowenpally, Secunderabad - 500011 Tel: (040) 48543886, 48543889 Email: info@supremehyd.co.in

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For Supreme Agencies

Authorised Signatory



Registered Office: 10-5-127, Fathenagar, Hyderabad - 500018

Purchase Order

Page(s) 1 Of 1

03-05-2021 3:28:18 PM

Orig



76868

06.05.21 4:35:37

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

Supplier Details			
Supreme Agencies Fatehnagar GSTIN 36ABWPS5297A1Z1 23776002	23771946 9849137074	Doc No	76868 168647
		Doc Date	03-05-2021
		Quote No	Nil
		Quote Date	03-05-2021
		SupplyType	Supply

Kind Attn : Mr. Rajesh

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6066 - Miscellaneous - Armor Board - NA - Nos	20.00	658.80	0.00	18.00	15,547.68
Total Order Value . . .					15,547.68
Rupees : Fifteen Thousand Five Hundred Fourty Seven and Paise Sixty Eight Only.					

Terms and Conditions :-

Specification /	All items shall be of "Supreme" brand, according to above size, each board 2 mtrs x 1.22 mtrs @ 270/- / sq.mtr.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
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 you us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, above order is for stock maintenance Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Supreme Agencies**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		28.04.2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		03:00	
Supplier				Req. No.		168647	
Material required before date:				ID No.		65845	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Mastic Pad		20	nos			
2							
Remarks: For Stock Maintenance Purpose							
Prepared By		BHAVANI					
Sign. & Date		28.04.2021		Sign. & Date			

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



APPROVED
 03 MAY 2021
 P. PRABHAKAR
 Sr. MANAGER PURCHASE