

PURCHASE DIVISION
Advice for approval for credit to supplier

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Date: 14/6/21		Prepared by: HEMENDRA	
PO/WO no. 76133		PO / WO Date. 3/4/21	
Supplier Name: Sri Raja Rajawade Trade		PO/WO amount: 19,083/-	
Firm/Company		Project: SHCCP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	0020	2/4/21	19,140/-
2			
3			
4			
Amount A - Bills total (Excluding Transport & Hamali Charges): 19,140/-			
Sl. No.	DC No	DC. Date	MRN No.
1.	0020	2/4/21	91183
2.			
3.			
Amount B - Other Credits : Transportation charges			DC matches MRN
Amount C - Other Debits : Hamali			58/-
Amount D (D=A+B-C) - Amount to be credited to the supplier:			
Amount E - PO / WO value:			19,140/-
Amount F - Difference (A - E): GST-18%			19,083/-
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 / WO		☒ Yes ☐ No - wait for balance material ☐ No (explained below)	
Advance paid / PDC given (deduct when paying)		☐ Yes - Rs. /- ☒ No	
Payment - due date			
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			APPROVED
Date	14/6	14 JUN 2021	

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/-.



Shop : 040-2771 8915, 6633 3915 Resl : 040-6666 4080
Mob. : 092463 63915, 93472 36012

SRI RAJA RAJESHWARA TRADERS

Shop No.18, Hyderi Complex, Ranigunj, Secunderabad - 500 003.

Dealers in : M.S.Wire, M.S.Wire Nails, G.I. Barbed Wire, G.I.St.Rods, Welding Electrodes, Welding Accessories, Wire Mesh, Hexwire Netting, Spades, Crow Bars, Screws, Ropes, Carbide, Bitumen Products, Tor Felt, Fibre Corrugated Sheets, Gamela, Nilton Mosquito Mesh, Sponges, Red Oxide Paint & General Hardware.

Email : srtr3915@gmail.com, prpk67@gmail.com

To
M/s. **Summit SALES**
LLP M.G. Road
Secbar

CASH / CREDIT INVOICE

Invoice No. : 0020

Date : 8/4/21

D.C. No. :

Date :

P.O. No. : 76133

Date : 3/4/21

Site : **Summi Hawra**
LL/RR Truck No. :

Customer's GST No. :

36ACQFS2044C1Z7
Payment Mode :

Sl. No.	Quantity	Description of Goods	HSN CODE	GST	Rate Rs. Ps.	Amount Rs. Ps.
①	50	18 M.S.Wire nail 2"	7317	18%	54/24	2712/-
②	50	18 Roofing nail 2"	7317	18%	74/1	3700/-
③	50	18 Roofing Nail 2 1/2	7317	18%	74/1	3700/-
④	4	NO MEASUREMENT TAPE 100 MTR	9017	18%	1020	4080/-
⑤	3	NO MEASUREMENT TAPE PVC 30 MTR	9017	18%	300/	900/-
⑥	10	NO MEASUREMENT TAPE 100 MTR	9017	18%	108/	1080/-
INWARD						16.172/-
CLST						1456/-
STRT						1456/-
Hermal						56/-
TOTAL						19.140/-

Rupees

GST No. : 36AEP5662Q1ZF

Subject to Secunderabad Jurisdiction

1. Goods once sold will not be taken back or exchanged.
2. 24% Interest will be charged on bills remaining unpaid after due date.

HDFC BANK,
PARADISE BRANCH.

A/C No. : 00422020001922

RTGS : HDFC0000042

Stores Manager
For **SRI RAJA RAJESHWARA TRADERS**

Authorized Signatory



Purchase Order



76133

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03-04-2021 2:16:17 PM

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 Raja Rajeshwara Traders
Shop No. 18, Hyderi complex, Ranigunj, Sec-Bad -500 003

Doc No	76133	168549
Doc Date	03-04-2021	
Quote No	Nil	
Quote Date	03-04-2021	
SupplyType	Supply	

GSTIN 36AEPPP5662Q1ZF 27718915.
276363915 9246363915

Kind Attn : Mr. Rajeshwar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2138 - Carpentry - hardware - MS Nails - 2 In - kgs	50.00	64.00	0.00	0.00	3,200.00
2 2054 - Carpentry - hardware - Bombay Nails - 2 In - kgs	50.00	74.00	0.00	18.00	4,366.00
3 2055 - Carpentry - hardware - Bombay Nails - 2 1/2 In - kgs	50.00	74.00	0.00	18.00	4,366.00
4 2119 - Carpentry - hardware - Measuring tape - other - nos 100 mtrs	4.00	1,020.00	0.00	18.00	4,814.40
5 2115 - Carpentry - hardware - Measuring tape - 30mtrs - nos PVC	3.00	300.00	0.00	18.00	1,062.00
6 2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos Spirit level	10.00	108.00	0.00	18.00	1,274.40
Total Order Value . . .					19,082.80
Rupees : Ninteen Thousand Eighty Two and Paise Eighty Only.					

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms Within 15days of delivery of all materials & 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 us.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Final payment as per actual weighment. Above order for stock maintain purpose.

Completion Date Nil

Measurment Nil

Security NIL

Remarks

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Raja Rajeshwara Traders**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		Summit sales llp		Date:		30.03.2021	
Site & Phase :		Summit housing llp		Time:		12.00	
Supplier				Req. No.		168549	
Material required before date:				ID No.		65092	
No	Description	Size	Quantity	Units	Inward No	Date	
1	MS Nails	2"	50	kgs	64		
2	Bombay nails	2"	20	kgs	74		
3	Bombay nails	2 1/2"	20	kgs			
4	SS Screws	25 x 6 mm	10	packets	25		
5	SS Screws	50 x 6 mm	10	packets			
6	Pvc measuring tape	100 mtrs	04	nos			
7	Pvc measuring tape	30 mtrs	03	nos			
8	Measuring tape	5 mtrs	10	nos			
Remarks: For stock maintenance purpose							
Prepared By		NEHA					
Sign. & Date		30.3.2021		Sign. & Date			

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

