PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/6/21	Prepared by:	Snehapriya
PO/WO no.	77761	PO / WO Date.	17/6/21
Supplier Name	S R. Lights.	PO/WO amount	23,010/-
Firm/Company	SSLLP	Project	SSLLP.
Sl. No.	Bill No.	Bill Date	Bill amount
1	2860	24/6/2021	23,010/-
2			/
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			23,010/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	/	/	93120	☑ 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:	23,010/-
Amount E – PO / WO value:	23,010/-
Amount F – Difference (A – E): GST-18%	0

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	28/6/21

Remarks: material received at site.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign: Sneha		[signature]					
Date 26/6/21		26/6/21					

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/-

Retail INVOICE / CASH MEMO / BILL

ORIGINAL

GST : 36AHMPR9714P1ZB

S. R. LIGHTS

846/4-3-2, R.P. ROAD, SECUNDERABAD - 3.
Ph : 040 66384943, 9000085444, e-mail : sevaram75@gmail.com

S. No. 2860

Date : 24 06 2021

Purchaser R.C. No. / GST No. 36ACQFS2044C1Z7

PO-77761 — (168749)

M.S. Summit Sales LLP 5-4-187/3 AND 4 II nd FLOOR M.G.ROAD Sec

RR/GR No...Date.......................Goods through............Freight............Weight..............

S. No.	PARTICULARS	HSN Code	QTY.	RATE	AMOUNT Rs.	Ps.
1	GATE LIGHT	9405	30	650	19,500	00

INWARD
Inward No: 1651 6 Dt: 24/6/2
MRN No: 93120 Dt: 25/6/21
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

Rupees in words : Twenty three thousand ten only

Total	19500 — 00
CGST 9 %	1755 — 00
SGST 9 %	1755 — 00
IGST %	
Grand Total	23010 — 00

KODI PROPERTIES PVT. LTD. INWARD No. 8164 Date 28/6

Bank Details
YES BANK
A/c No. 041361900000335
IFS Code : YESB0000413 - Secunderabad Branch

Sale Against Central From C / D / H / F

1. Goods once sold will not be taken back.
2. After despatch we are not responsible goods
3. Subject to T.S. Jurisdiction only.
4. Interest will be charged 24% if the payment will not made within 30 days

For S.R. Lights

Purchase Order

Page(s) 1 Of 1 17-06-2021 4:38:28 PM

77761
15.06.21 11:03:11

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

Supplier Details			
S.R.Lights 846/4-3-2, RP Road, Secunderbad-3 **GSTIN** 36AHMPR9714P1ZB 64594769 900008544/9246370769	**Doc No**	77761	168749
	Doc Date	17-06-2021	
	Quote No	Nil	
	Quote Date	17-06-2021	
	SupplyType	Supply	

Kind Attn : Mr.Seva Ram

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4581 - Electrical - other - Gate lamp - NA - nos	30.00	650.00	0.00	18.00	23,010.00
					Total Order Value . . .	**23,010.00**

Rupees : Twenty Three Thousand Ten Only.

Terms and Conditions :-

Received

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality 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 *S.R.Lights*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	14-06-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00
Supplier		Req. No.	168749
Material required before date:		ID No.	66722

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Surface Mounted Tube light-10w 77760	2'	40	Nos		
2	Surface Mounted Tube Light-20w	4'	80	Nos		
3	Gate Light-Square 77761		30	Nos		

Remarks:For Stock Maintenance Purpose

Prepared By	BHAVANI		
Sign.& Date	14-06-2021	Sign. & Date	

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

APPROVED BY
16 JUN 2021
SOHAM MODI
MANAGING DIRECTOR