PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	26/06/21	Prepared by:	S. SHARVANI
PO/WO no.	47544	PO / WO Date.	09/06/21
Supplier Name	Ganesh Tube Traders	PO/WO amount	25,960-00
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	145	16/06/21	25,960-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			25,960-00

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			93091	☐ 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:	25,960-00
Amount E – PO / WO value:	25,960-00
Amount F – Difference (A – E): GST-18%	–

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:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date 26/6		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/-

TAX INVOICE

GANESH TUBE TRADERS

GSTIN: 36ADBPJ8881C1ZJ

Authorised Distributor:

(ORIGINAL FOR RECIPIENT)

Bill To :	
SUMMIT SALES LLP 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Invoice No. : **145** Ref. No. : **77544** Invoice Date : **16-Jun-2021** Destination : **CHERLAPALLY**
Ship To : 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Vehicle No. : E-way Bill No : Despatch From :

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**ARALDITE 1000GMS**	350699	18 %	**20 NO**	1,100.00	NO		**22,000.00**
	CGST							**1,980.00**
	SGST							**1,980.00**
					Total:			**25,960.00**

INWARD
Inward No: 16508 24/6/21
MRN No: 93091 24/6/21
Received By: Sign
SUMMIT SALES LLP

81553
26/6

Certified by:
Stores Manager

Total Amount In Words: **INR Twenty Five Thousand Nine Hundred Sixty Only**

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
350699	22,000.00	9%	1,980.00	9%	1,980.00	3,960.00
Total	**22,000.00**		**1,980.00**		**1,980.00**	**3,960.00**

Tax Amount (in words) : **INR Three Thousand Nine Hundred Sixty Only**

Company's Bank Details
Bank Name : **HDFC CA 50200014835551**
A/c No. : **50200014835551**
Branch & IFS Code: **PG ROAD,SEC-BAD & HDFC0000042**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

For GANESH TUBE TRADERS

Authorised Signatory

5-2-270, PLOT NO. 29, HYDERBASTI,
RANIGUNJ , SECUNDERABAD-3

Ph.: 04066568587 9246330441
Email : ganeshtubetraders@gmail.com

Purchase Order

 11-06-2021 9:46:39 AM

77544
10.06.21 10:31:08

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

Supplier Details			
Ganesh Tube Traders 5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3. **GSTIN** 36ADBPJ8881C1ZJ 66568587/ 66384751 9246330441. 9949248666	**Doc No**	77544	168740
	Doc Date	09-06-2021	
	Quote No	Nil	
	Quote Date	09-06-2021	
	SupplyType	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7109 - Plumbing - other - Araldite - other - gms	20.00	1,100.00	0.00	18.00	25,960.00
					Total Order Value . . .	**25,960.00**

Rupees : Twenty Five Thousand Nine Hundred Sixty Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

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

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. Final payment as per actual weighment. Above order for Stock maintaince purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For *Summit Sales LLP*
Authorised Signatory

Name : 12/06/2021

Accepted the above Terms And Conditions
For *Ganesh Tube Traders*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	07-06-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00
Supplier		Req. No.	168740
Material required before date:		ID No.	66555

No	Description	Size	Quantity	Units	Inward No	Date
1	Araldite 72544		20	Nos		

Remarks:For Stock Maintenance Purpose

Prepared By	BHAVANI		
Sign.& Date	07-06-2021	Sign. & Date	8/6/21

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