PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/6/21	Prepared by:	HEMENDRA
PO/WO no.	77990	PO / WO Date.	24/6/21
Supplier Name	Santosh Tarpaulin	PO/WO amount	7,136/-
Firm/Company	SSLCP	Project	SLCP
Sl. No.	Bill No.	Bill Date	Bill amount
1	021	26/6/21	7,136/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			7,136/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	021	26/6/21	93200	☑ 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:	7,136/-
Amount E – PO / WO value:	7,136/-
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	2/7/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date		28/6/21					

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

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
To SUMMIT SALES LLP 5-4-187/3&4IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36ACQFS2044C1Z7**	Invoice No: **021** Invoice Date: 26/06/2021 P.O.No.77990/168732 P.O.Date: 24.06.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN BLUE SHEET 18 X 12 ft 20 nos ✓	3926	4320 sft	@ 1.40	6,048

Rupees in word Seven thousand one hundred thirty six And sixty four paise only

Total ::	**6,048.00**
CGST @ 9% ::	**544.32**
SGST @ 9% ::	**544.32**
IGST 18% ::	
Total GST ::	**-**
Grand Total ::	**7,136.64**

Receiver Signature & Seal

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 81653 Date 28/6 Sign.

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD
Inward No: 16521 Dt: 26/6/21
MRN No: 93200 Dt: 26/6/21
Received By:
Sign:
SUMMIT SALES LLP

Certified by:

TAX-INVOICE

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
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IGST 18% ::	
Total GST ::	**-**
Grand Total ::	**7,136.64**

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

Inward No: 16521 26/6/21
GRN No: 93200 26/6/21
Received By:
SUMMIT SALES LLP

Certified by:
Stores Manager

25-06-2021 3:06:17 PM

Purchase Order

77990
19.06.21 11:50:49

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

Supplier Details			
Santosh Tarpaulin 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010 **GSTIN** 36ATWPA1307P1ZC 9642662732	**Doc No**	77990	168712
	Doc Date	24-06-2021	
	Quote No	Nil	
	Quote Date	24-06-2021	
	SupplyType	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6010 - Miscellaneous - Plastic Blue Sheet - 18 ft x 12 ft - sft *20 nos*	4,320.00	1.40	0.00	18.00	7,136.64
	Total Order Value . . .					**7,136.64**
	Rupees : Seven Thousand One Hundred Thirty Six and Paise Sixty Four Only.					

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
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. Above order for Stock Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : 28/06/2021

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP		
Site & Phase :	SUMMIT HOUSING LLP	Date:	17-06-2021
Supplier		Time:	12:00
Material required before date:		Req. No.	168712
		ID No.	66872

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Spacers all in one 77989		5000	Nos		
2	Plastic Blue Sheet 77990	12x18	4320	Nos		
3	Spade with handle 77991		60	Nos		
4	Lable sheet book		10	Sheets		
5	Ring Binder	A3	12	Nos		
6	Ring Binder	A4	12	Sheets		
7	Whitners		20	Nos		
8	File folder-L	A4	50	Nos		
9	Paper	A3	5	Bundles		
10	Paper	A4	50	Bundles		
11	Chalk Piece		2	Boxes		
12	Stamp pad		8	Nos		

Remarks:For Stock Maintenance Purpose.

Prepared By	BHAVANI		
Sign.& Date	17-06-2021	Sign. & Date	

APPROVED BY
19 JUN 2021
SOHAM MODI
MANAGING DIRECTOR

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