

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 29/6/21		Prepared by: HEMENDRA	
PO/WO no. 77568		PO / WO Date. 10/6/21	
Supplier Name: Royal Sanitary		PO/WO amount: 15,294/-	
Firm/Company: SSCP		Project: SHCP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	251	19/6/21	15,294/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges): 15,294/-			
Sl. No.	DC No	DC. Date	MRN No.
1.	251	19/6/21	93258
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: 15,294/-			
Amount F – Difference (A – E): GST-18% 15,294/-			
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		8/7/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
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/-

(ORIGINAL FOR RECIPIENT)

State Name : Telangana, Code : 36

Self

Cherlapally

E. & O.E

Authorized Signatory

This is a Computer Generated Invoice

INWARD			
Inward No:	6528	Dt:	28/1/11
MRN No:	93258	Dt:	29/6/21
Received By:		Sign:	<i>[Signature]</i>
SUMMIT SALES LLP			

Certified by:

Stores Manager

Purchase Order

Page(s) 1 Of 1

11-06-2021 12:40:53 PM



77568

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

Praful Sanitary
3-6-138/5, Himayat Nagar, Hyderabad.

GSTIN 36ACWPG864A1ZG
65526886.

40077300

9849624797

Doc No	77568	168737
Doc Date	10-06-2021	
Quote No	Nil	
Quote Date	10-06-2021	
SupplyType	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7041 - Plumbing - CP - Sq. Jali without hole - 6 In x6 In - nos	50.00	179.00	35.00	18.00	6,864.65
2 7028 - Plumbing - CP - Extension Nipple - other - nos 1 1/2"	90.00	60.00	25.00	18.00	4,779.00
3 7047 - Plumbing - CP - Waste coupling - 1/2 thread - nos	15.00	275.00	25.00	18.00	3,650.63
Total Order Value . . .					15,294.28
Rupees : Fifteen Thousand Two Hundred Ninty Four and Paise Twenty Seven Only.					

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms Within 30 days of delivery.

Tax All taxes included in above price.

Delivery Date Within 3 days

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil

Transportation Included by us !

Warranty 7 years warranty

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 **Praful Sanitary**

Date : ____/____/____

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		07-06-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		11:00	
Supplier				Req. No.		168737	
Material required before date:					ID No.		66544
No	Description	Size	Quantity	Units	Inward No	Date	
1	CP-Wall Mixture		15	Nos			
2	CP-Sink Cock With Swivel Spout		15	Nos			
3	CP-Short Body		12	Nos			
4	CP-Shower Arm		15	Nos			
5	CP-Shower Head		15	Nos			
6	CP-Bib Cock		5	Nos			
7	Cp-Pillar Cock		16	Nos			
8	CP-Double Square Jali		50	Nos			
9	CP- Extension Nipple	1/2"x1.5"	90	Nos			
10	CP-Wash Basin Waste Coupling		15	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.