16

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/7/21	Prepared by:	HEMENDRA
PO/WO no.	78538	PO / WO Date.	13/7/14
Supplier Name	Santosh Tarpaulin	PO/WO amount	7,137/-
Firm/Company	SSLCP	Project	SSLCP
Sl. No.	Bill No.	Bill Date	Bill amount
1	030	13/7/14	7,137/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			7,137/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	030	13/7/14	93962	☑ 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:	7,137/-
Amount E – PO / WO value:	7,137/-
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	22/8/14
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 17 JUL 2021 MINISH PARIKH MANAGER PROCUREMENT				
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/-

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: **030** Invoice Date: 13/07/2021 P.O.No.78538/168809 P.O.Date: 13.07.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN BLUE SHEET 18 X12 ft 20 NOS	3925	4320 sft	@ 1.40	6048.00

Rupees in word SEVEN THOUSAND ONE HUNDERD THARTY SIX and sixty four pise 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

SUMMIT SALES LLP
INWARD
No: 82332
Date: 15/7
Sign:
R.R. DIST.

For SANTHOSH TARPAULIN

SANTHOSH TARPAULIN

Authorized Signatory

INWARD			
Inward No:	1613	Dt:	14/7/21
MRN No:	93962	Dt:	15/7/21
Received By:		Sign:	
SUMMIT SALES LLP			

Certified by:

Stores Manager

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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Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN BLUE SHEET 18 X12 ft 20 NOS	3926	4320 sft	@ 1.40	6048.00

Rupees in word SEVEN THOUSAND ONE HUNDERD THARTY SIX and sixty four pise 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

SUMMIT SALES LLP
IN WARD
No:
Date:
Sign:
R.R. DIST.

For SANTHOSH TARPAULIN

SANTHOSH TARPAULIN

Authorized Signatory

INWARD

Inward No: 1613	Dt: 14/7/21
MRN No: 93962	Dt: 15/7/21
Received By:	Sign: 84

SUMMIT SALES LLP

Certified by:

Stores Manager

Purchase Order

 13-07-2021 10:38:59 AM

78538
12.07.21 11:10:49

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**	78538	168809
	Doc Date	13-07-2021	
	Quote No	Nil	
	Quote Date	13-07-2021	
	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 : 15/07/2021

Accepted the above Terms And Conditions
For *Santosh Tarpaulin*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	08-07-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	12:00
Supplier		Req. No.	168809
Material required before date:		ID No.	67426

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Gova Rope		30	Bundles		
2	GI Buckets		40	Nos		
3	Plastic Blue Sheets 78538	12x18	4320	sft		
4	Spade With Handle		20	Nos		
5	Safety Belt 1/2 Body		10	Nos		
6	Hacksaw Blade-Double		300	Box		
7	Hacksaw Blade-Single		200	Box		
8	Project Folders	A4	500	Nos		
9	Ring Binders	A3	20	Nos		
10	Whiteners		20	Nos		
11	Calculator		10	Nos		
12	CD Marker-Red		20	Nos		
13	CD Marker-Black		20	Nos		
14	CD Marker-Blue		20	Nos		
15	Highlighter		30	Nos		
16	Paper	A3	5	Bundles		
17	Paper	A4	50	Bundles		
18	Ordinary-Blue Pens		300	Nos	10 JUL 2021	
19	Ordinary -Black Pens		200	Nos		
20	Pencil Box		5	Nos		
21	Punch	16mm	5	Nos		
22	Punch	Big	5	Nos		
23	Stapler Pins	10mm	100	Boxes		
24	Scribling Pads		100	Nos		
25	Stapler	Small	10	Nos		
26	Fevistick		30	Nos		