

PURCHASE DIVISION
Advice for approval for credit to supplier

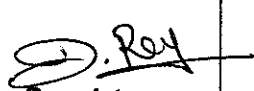
Date: 20/7/21		Prepared by: HEMENDRA	
PO/WO no. 78557		PO / WO Date. 13/7/21	
Supplier Name Tai Sri Rama Civa Block		PO/WO amount 10,030/-	
Firm/Company SELLER		Project	
Sl. No.	Bill No.	Bill Date	Bill amount
1	009	19/7/21	10,030/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges): 10,030/-			
Sl. No.	DC No	DC. Date	MRN No.
1.	009	19/7/21	94115
2.			
3.			
DC matches MRN ☒ 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: 10,030/-			
Amount F – Difference (A – E): GST-18% 10,030/-			
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		24/7/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			21 JUL 2021
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/-

JAI SRI RAMA COVERBLOCKS And Tiles

Plot No: 266, Near Ice Factory, Gandimaisamma X Road,
Bowrampet, Ranga Reddy, Telangana -500055

TAX INVOICE

ToM/Summit sales LLP-4- 187/3&4, 11nd floor, MG road, secundrabad. 500003 GSTIN - 36ACQFS2044C1Z7		INVOICE NO:009 INVOICEDATE: 19-07-2021 GST: 36NJZPS4941H1Z1 DOCNO: 77989 78557			
S.NO	DESCRIPTION	UOM	QTY	RATE	AMOUNT
1	20/25/40/50 mm Cement Cover blocks	Nos	10000	0.85	8500.00
TOTAL AMOUNT					8500.00
SGST 9%					765.00
CGST 9%					765.00
AND TOTAL					10,030.00
ThankingYou, Yours Faithfully FOR JAI SRI RAMA COVER BLOCKS  Proprietor					

INWARD	
Inward No: 16628	Dt: 19/7/21
MRN No: 94115	Dt: 19/7/21
Received By:	Sign: 
SUMMIT SALES LLP	

Certified by:  Stores Manager



Purchase Order

Page(s) 1 Of 1

19-07-2021 2:48:08 PM



78557

2.07.21 11:10:50

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

Supplier Details

Jai Sri Rama CoverBlocks and Tiles
Plot .no.266, Near Ice Factory Gandimaisamma Road, Bowrampet,
RangaReddy

GSTIN 36NJZPS4941H1z1
9618242689

Doc No	78557	168808
Doc Date	13-07-2021	
Quote No	Nil	
Quote Date	13-07-2021	
SupplyType	Supply	

Kind Attn : Mr.RaghuPathi Reddy

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6094 - Miscellaneous - Spacers - Other - nos	10,000.00	0.85	0.00	18.00	10,030.00
Total Order Value . . .					10,030.00

Rupees : Ten Thousand Thirty 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

Penalty 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 maintenance purpose.

Completion Date Nil**Measurement** Nil**Security** Nil**Remarks**For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Jai Sri Rama CoverBlocks and Tiles**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		08-07-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		12:00	
Supplier				Req. No.		168808	
Material required before date:				ID No.		67425	
S. No	Description	Size	Quantity	Units	Inward No	Date	
1	Spacers all in one-RCC		10000	Nos			
	78557						
Remarks: For Stock Maintenance Purpose							
Prepared By		BHAVANI					
Sign. & Date		08-07-2021		Sign. & Date			

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

