

PURCHASE DIVISION
Advice for approval for credit to supplier

(8)

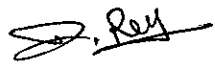
Date: 20/7/21		Prepared by: HEMENDRA	
PO/WO no. 77989		PO / WO Date. 24/6/21	
Supplier Name Sai Sri Rama chra block		PO/WO amount 5,015/-	
Firm/Company SSKLP		Project SSKLP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	008	19/7/21	5,015/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges): 5,015/-			
Sl. No.	DC No	DC. Date	MRN No.
1.	008	19/7/21	94714
2.			
3.			
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: 5,015/-			
Amount F – Difference (A – E): GST-18% 5,015/-			
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:			APPROVED
Date			21 JUL 2021
			MD
			Accounts – receiver of bill
			Accountant
			Accounts Manager

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/SSummit sales LLP-4- 187/3&4, 11nd floor, MG road, secundrabad. 500003 GSTIN - 36ACQFS2044C1Z7		INVOICE NO:008 INVOICEDATE: 19-07-2021 GST36NJZPS4941H1Z1 DOCNO :77989			
S.NO	DESCRIPTION	UOM	QTY	RATE	AMOUNT
1	20/25/40/50 mm Cement Cover blocks	Nos	5000	0.85	4250.00
TOTAL AMOUNT					4250.00
SGST 9%					382.50
CGST 9%					382.50
ND TOTAL					5015.00
ThankingYou, Yours Faithfully FOR JAI SRI RAMA COVER BLOCKS  Proprietor					

INWARD	
Inward No: 6629	Dt: 19/7/21
MRN No: 94114	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



77989

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

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

GSTIN 36NJZPS4941H1z1
9618242689

Doc No	77989	168712
Doc Date	24-06-2021	
Quote No	Nil	
Quote Date	24-06-2021	
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	5,000.00	0.85	0.00	18.00	5,015.00
Total Order Value . . .					5,015.00

Rupees : Five Thousand Fifteen 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:	17-06-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	12:00
Supplier		Req. No.	168712
Material required before date:		ID No.	66872

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Spacers all in one		5000	Nos		
2	Plastic Blue Sheet	12x18	4320	Nos		
3	Spade with handle		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.