(E)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/7/21	Prepared by:	HEMENDRA
PO/WO no.	78809	PO / WO Date.	2/7/21
Supplier Name	Akshaya Traders	PO/WO amount	15,481/-
Firm/Company	SSLCP	Project	Shur
Sl. No.	Bill No.	Bill Date	Bill amount
1	1320	21/7/21	15,481/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			15,481/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1320	21/7/21	94258	☑ 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:	15,481/-
Amount E – PO / WO value:	15,481/-
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	31/7/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 26 JUL 2021 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

AKSHAYA TRADERS

Cell : 9959611144
9381004542

Suppliers : BOMBAY BROOMS, SPONGES, GOA ROPES, BLUE SHEETS, DIAMOND MESH, FOAM SHEETS Etc.

H.No. 6-4-392/1, New Bholakpur, Secunderabad - 500 003. T.S.

Invoice No. 1320

GSTIN : 36BFYPA0121A1Z3

Date 21/7/2021

Name Summit Sales LLP GSTIN 36ACOFS2044C1Z7

Address P.O.No. 78809

State State Code

Sl. No.	PARTICULARS	HSN CODE	Qty	Rate	Amount	5%	12%	18%	Amount
1	Bombay Nails 2½	1718	30	74	2220			399.6	2619.6
2	Bombay Nails 2inch	1718	30	74	2220			399.6	2619.6
3	Bombay Nails 3inch	1718	20	74	1480			266.4	1746.4
4	pvc Grampas	5509	60	120	7200			1296	8496
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

Certified by:

Stores Manager

SUMMIT SALES LLP
INWARD
No: 02632
Date: 23/7
Sign:
R.R. DIST.

INWARD

Inward No: 1652	Dt: 22/7/21
MRN No: 94258	Dt: 23/7/21
Received By:	Sign:

SUMMIT SALES LLP

Mode of Payment : Cash/Cheque/Cheque No.

Total Amount		13120
Add CGST 9%	1180.8	
Add SGST 9%	1180.8	
Total GST	2361.6	
Total Amount		15481.6

Rupees in Words

Receiver's Signature

For Akshaya Traders

Proprietor

Purchase Order

 20-07-2021 1:42:41 PM

Or 78809
16.07.21 4:16:35

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

Supplier Details			
Akshaya Traders 6-4-392/1, New Bholakpur, Secunderbad **GSTIN** 36BFYPA0121A1Z3 9381004542 9959611144	**Doc No**	78809	168829
	Doc Date	20-07-2021	
	Quote No	Nil	
	Quote Date	20-07-2021	
	SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2055 - Carpentry - hardware - Bombay Nails - 21/2 In - kgs	30.00	74.00	0.00	18.00	2,619.60
2	2054 - Carpentry - hardware - Bombay Nails - 2 In - kgs	30.00	74.00	0.00	18.00	2,619.60
3	2056 - Carpentry - hardware - Bombay Nails - 3 In - kgs	20.00	74.00	0.00	18.00	1,746.40
4	2148 - Carpentry - hardware - Plastic gampa - other - nos	60.00	120.00	0.00	18.00	8,496.00
					Total Order Value . . .	**15,481.60**

Rupees : Fifteen Thousand Four Hundred Eighty One and Paise Sixty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
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 maintaince purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

Name : 21/07/2021

Accepted the above Terms And Conditions
For *Akshaya Traders*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	14-07-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00
Supplier		Req. No.	168829
Material required before date:		ID No.	67662

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Fisher Plug-Bosh	5mm	50	Pkts		
2	SS Screws-Pin Head	25x6mm	10	Pkts		
3	SS Screws-Pin Head	32x6mm	20	Pkts		
4	SS Screws-Pin Head	50x6mm	10	Pkts		
5	SS Screws-CSK	38x8mm	20	Pkts		
6	Measurement Tape	5mtrs	20	Nos		
7	Bombay Nails	2”	30	Kgs		
8	Bombay Nails 78809	2 1/2”	30	Kgs		
9	Bombay Nails	3”	20	Kgs		
10	Plastic Gampa	17”	60	Nos		
11	SS Screws	35x8mm	20	Pkts		

Remarks:For Stock maintenance Purpose

Prepared By	BHAVANI		
Sign.& Date	14-07-2021	Sign. & Date	APPROVED BY 17 JUL 2021 SOHAM MODI MANAGING DIRECTOR

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