PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/7/21	Prepared by:	HEMENDRA
PO/WO no.	78819	PO / WO Date.	20/7/21
Supplier Name	Santosh Tarpaulin	PO/WO amount	10,705/-
Firm/Company	SSLCP	Project	Shell
Sl. No.	Bill No.	Bill Date	Bill amount
1	041	20/7/21	10,705/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10,705/-

Sl. No.	DC. No	DC. Date	MRN No.	DC matches MRN
1.	041	20/7/21	94283	☑ 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:	10,705/-
Amount E – PO / WO value:	10,705/-
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	3/8/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			27 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/-

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&3 IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36ACQFS2044C1Z7**	Invoice No:**041** Invoice Date: 20/07/2021 P.O.No.78819/168833 P.O.Date: 20.07.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN 24ft x 18ft 10 nos	3923	4320 SFT	@1.40/-	7,136.64
2	HDPE TARPAULIN 18ft x 12ft 10 nos	3923	2160 SFT	@1.40/-	3,568.32

Rupees in words TEN THOUSAND SEVEN HUNDR ED FOUR AND NINTY SIX PAISE ONLY	**Total ::**	**9,072**
	CGST @ 9%	**816.48**
	SGST @ 9%	**816.48**
	IGST 18% ::	
	Grand Total ::	**10,704.96**
Receiver Signature & Seal	**For SANTHOSH TARPAULIN** **Authorized Signatory**	

SUMMIT SALES LLP
IN WARD
No: 52750
Date: 22/2
Sign:
R.R. DIST.

INWARD	
Inward No: 16655	Dt: 23/7/21
MRN No: 94283	Dt: 23/7/21
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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	IGST 18% ::	
	Grand Total ::	**10,704.96**
Receiver Signature & Seal	**For SANTHOSH TARPAULIN** ALWAL **Authorized Signatory**	

INWARD	
Inward No: 16655	Dt: 23/7/21
MRN : 94283	Dt: 28/7/21
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

Purchase Order

 20-07-2021 2:40:14 PM

Orig 78819
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			
Santosh Tarpaulin	**Doc No**	78819	168833
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc Date**	20-07-2021	
GSTIN 36ATWPA1307P1ZC	**Quote No**	NIL	
	Quote Date	20-07-2021	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6011 - Miscellaneous - Blue Sheet - 24 Ft x18 Ft - sft *10 NO'S*	4,320.00	1.40	0.00	18.00	7,136.64
2	6010 - Miscellaneous - Plastic Blue Sheet - 18 ft x 12 ft - sft *10 NO'S*	2,160.00	1.40	0.00	18.00	3,568.32
					Total Order Value . . .	**10,704.96**

Rupees : Ten Thousand Seven Hundred Four and Paise Ninty Six 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 : 21/07/2021

Accepted the above Terms And Conditions
For ***Santosh Tarpaulin***

Name : ______

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	15-07-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	04:00
Supplier		Req. No.	168833
Material required before date:		ID No.	67658

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Recron 788'3		800	Nos		
2	Gova Rope		10	Bundles		
3	GI Buckets		24	Nos		
4	Plastic Blue Sheet 78819	12x18	2160	sft		
5	Blue Sheet 78819	24x18	4320	sft		
6	Spade With Handle 788'0		20	Nos		
7	Helmets Labour Female		50	Nos		
8	Helmets Staff & Visitors 788'7		50	Nos		
9	Hacksaw Blade	Double	300	Nos		
10	Hacksaw Blade	Single	100	Nos		
11	Helmets Labour Male		200	Nos		
12	Safety Belt		30	Nos		

Remarks:For Stock maintenance Purpose

Prepared By	BHAVANI		APPROVED BY
Sign.& Date	15-07-2021	Sign. & Date	17 JUL 2021 SOHAM MODI MANAGING DIRECTOR

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