P

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/7/21	Prepared by:	HEMENDRA
PO/WO no.	78932	PO / WO Date.	22/7/21
Supplier Name	Santosh Tarpaulin	PO/WO amount	8,630/-
Firm/Company	SSLLP	Project	Shop
Sl. No.	Bill No.	Bill Date	Bill amount
1	044	22/7/21	8,630/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			8,630/-

Sl. No.	DC. No	DC. Date	MRN No.	DC matches MRN
1.	044	22/7/21	94288	~~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:	—
Amount E – PO / WO value:	8,630/-
Amount F – Difference (A – E): GST-18%	8,630/-

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:			APPROVED				
Date			27 JUL 2021				

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:**044** Invoice Date: 22/07/2021 P.O.No.78932/168846 P.O.Date: 22.07.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	UMBRELLA	4064	8 NOS	@ 260/-	2,080.00
2	RAIN COATS	6201	15 NOS	@ 400/-	6,000.00

Rupees in words EIGHT THOUSAND SIX HUNDRED TWENTY NINE AND SIXTY PAISE ONLY	**Total ::**	**8,080.00**
	CGST @ 6+2.5%	**124.80+150**
	SGST @ 6+2.5 %	**124.80+150**
	IGST 18% ::	
	Grand Total ::	**8,629.60**
Receiver Signature & Seal	**For SANTHOSH TARPAULIN** **Authorized Signatory**	

SUMMIT SALES LLP
IN WARD
No: 82747
Date: 22/7
Sign:
R.R. DIST.

INWARD
Inward No: 16656 Dt: 23/7/21
MRN No: 94288 Dt: 24/7/21
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
To SUMMIT SALES LLP 5-4-187/3&3 IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36ACQFS2044C1Z7**	Invoice No:**044** Invoice Date: 22/07/2021 P.O.No.78932/168846 P.O.Date: 22.07.2021

Sl. No.	**Descriptions**	**Code SAC HSN**	**Qty**	**Rate**	**Amount Rs. Ps.**
1	UMBRELLA	4064	8 NOS	@ 260/-	2,080.00
2	RAIN COATS	6201	15 NOS	@ 400/-	6,000.00

Rupees in words EIGHT THOUSAND SIX HUNDRED TWENTY NINE AND SIXTY PAISE ONLY	**Total ::**	**8,080.00**
	CGST @ 6+2.5%	**124.80+150**
	SGST @ 6+2.5 %	**124.80+150**
	IGST 18% ::	
	Grand Total ::	**8,629.60**
Receiver Signature & Seal	**For SANTHOSH TARPAULIN** **Authorized Signatory**	

INWARD
Inward No: 1656 Dt: 23/7/21
GRN No: 94288 Dt: 24/8/21
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

Purchase Order

22-07-2021 16:19:29

Original

78932
22.07.21 4:00:59

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	78932	168846
Doc Date	22-07-2021	
Quote No	Nil	
Quote Date	16-07-2021	
SupplyType	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4064 - Consumables - Umbrella - other - nos	8.00	260.00	0.00	12.00	2,329.60
2	4052 - Consumables - Raincoats - NA - nos	15.00	400.00	0.00	5.00	6,300.00
					Total Order Value . . .	**8,629.60**

Rupees : Eight Thousand Six Hundred Twenty Nine and Paise Sixty 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 staff use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Name : ____________

Date : __/__/____

1495

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	20-07-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	13:15
Supplier		Req. No.	168846
Material required before date:		ID No.	67724

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Rain Coats 78932		15	Nos		
2	Umbrellas		8	Nos		

Remarks:For Staff Use Purpose

Prepared By	Bhavani		
Sign.& Date	20-07-2021	Sign. & Date	

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

APPROVED BY
SOHAM MODI
MANAGING DIRECTOR
21 JUL 2021

For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSLLP stock
- ☑ Other