PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	13/8/21	Prepared by:	HEMENDRA
PO/WO no.	79059	PO / WO Date.	27/7/21
Supplier Name	Akshaya Traders	PO/WO amount	8,155/-
Firm/Company	SSLLP	Project	SLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1354	5/8/21	8,155/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			8,155/-

Sl. No.	DC No.	DC. Date	MRN No.	DC matches MRN
1.	1354	5/8/21	94940	☑ 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:	8,155/-
Amount E – PO / WO value:	8,155/-
Amount F – Difference (A – E): GST-18%	8,155/-

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	19/8/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

APPROVED
14 AUG 2021
MINISH PARIKH
MANAGER PROCUREMENT

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.

GSTIN : 36BFYPA0121A1Z3

Invoice No. 1354

Date 5/8/2021

Name Sumit Sales LLP GSTIN 36ACQFS2024C1Z9

Address .... P.O.No. 79059

.... State .... State Code ....

Sl. No.	PARTICULARS	HSN CODE	Qty	Rate	Amount	5%	12%	18%	Amount
1	Iron Buckets	1718	24	110	2640			475.2	3115.2
2	Grova roop	8310	30	150	4500		540		5040.
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

Certified by:
Stores Manager

SUMMIT SALES LLP
IN WARD
No: 83302
Date: 12/8
Sign:
R.R. DIST

Mode of Payment :
Cash/Cheque/Cheque No.

INWARD
Inward No: 16766 Dt: 10/8/21
MRN No: 94940 Dt:
Received By: Sign:
SUMMIT SALES LLP

Total Amount		7140.
Add CGST 9%	507.6	
Add SGST 9%	507.6	
Total GST	1015.2	
Total Amount		8155.2

Rupees in Words ....

Receiver's Signature

For Akshaya Traders
Proprietor

Purchase Order

 27-07-2021 2:33:59 PM

79059
26.07.21 11:52:28

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	79059	168859
Doc Date	27-07-2021	
Quote No	Nil	
Quote Date	27-07-2021	
SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6023 - Miscellaneous - GI- Bucket - other - nos	24.00	110.00	0.00	18.00	3,115.20
2	6025 - Miscellaneous - Gova rope - NA - bundles	30.00	150.00	0.00	12.00	5,040.00
	Total Order Value . . .					**8,155.20**

Rupees : Eight Thousand One Hundred Fifty Five and Paise Twenty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST 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 items not confirming to qlty & specs. Breakage in your account. Above order for Stock maintain purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

Name : 28/07/2021

Accepted the above Terms And Conditions
For *Akshaya Traders*

Name : ____________

Date : __/__/____

1521

Company Name:	SUMMIT SALES LLP	Requisition Form	
Site & Phase :	SUMMIT HOUSING LLP	Date:	23-07-2021
Supplier		Time:	13:15
Material required before date:		Req. No.	168859
		ID No.	67886

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Spacers All In One 79060		5000	Nos		
2	Gova Rope		30	Bundles		
3	GI Buckets 79059		24	Nos		
4	Plastic Blue Sheet	12x18	2160	sft		
5	Blue Sheet 79061	24x18	2160	sft		
6	Safety Belt 1/2 body		20	Nos		
7	Helmets Labour Female 79063		100	Nos		
8	Hacksaw Blade	Double	100	Box		
9	Hacksaw Blade 79065	Single	100	Box		
10	Project Folder	A3	200	Nos		
11	Ring Binder Files	A3	12	Nos		
12	Helmets Labour Male		100	Nos		

Remarks:For Stock Maintenance Purpose

Prepared By	Bhavani		
Sign.& Date	23-07-2021	Sign. & Date	

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

APPROVED BY
23 JUL 2021
SOHAM MODI
MANAGING DIRECTOR