

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 12/8/21		Prepared by: HIEMENDRA	
PO/WO no. 79238		PO / WO Date. 2/8/21	
Supplier Name Ganesha Tube Trade		PO/WO amount 8,850/-	
Firm/Company S S L P		Project SHLP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	257	4/8/21	8,850/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges): 8,850/-			
Sl. No.	DC. No.	DC. Date	MRN No. DC matches MRN
1.	257	4/8/21	96953 ☒ 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: 8,850/-			
Amount E – PO / WO value: 8,850/-			
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		19/8/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
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/-



GSTIN: 36ADBPJ8881C1ZJ

Authorised Distributor

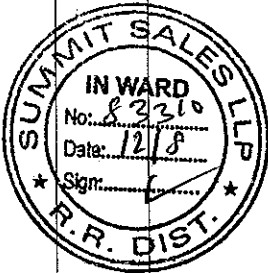


The Shuang Lu Forest

: Telangana

Despatch From :

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	TEFLON TAPE 12MMX10MT ✓	391910	18 %	500 NO ✓	15.00	NO		7,500.00
	CGST							675.00
	SGST							675.00



INWARD

Inward No: 16774 Dt: 10/8/21

MRN No: 94953 Dt: 11/8/21

Received By: Sign: *[Signature]*

SUMMIT SALES LLP

Certified by: *[Signature]*

Stores Manager

Total Amount In Words:		INR Eight Thousand Five Hundred and Fifty	Total:	8,850.00
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HSN/SAC		Taxable Value	Central Tax		State Tax		Total
			Rate	Amount	Rate	Amount	Tax Amount
391910		7,500.00	9%	675.00	9%	675.00	1,350.00
Total		7,500.00		675.00		675.00	1,350.00

Tax Amount (in words) : **INR One Thousand Three Hundred Fifty Only**

Company's Bank Details

Bank Name : HDFC BANK

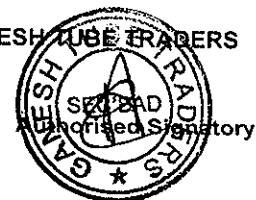
A/c No. : 50200014835551

Branch & IFS Code: PG ROAD, SEC-BAD & HDFC0000042

Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

For GANESH TUBE TRADERS



5-2-270, PLOT NO. 29, HYDERBASTI,
RANIGUNJ , SECUNDERABAD-3
TELANGANA PIN 500003
Ph.: 04066568587 9246330441
Email : ganeshtubetraders@gmail.com

Purchase Order

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02-08-2021 3:31:59 PM



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31.07.21 2:16:54

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

Supplier Details

Ganesh Tube Traders
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.

GSTIN 36ADBPJ8881C1ZJ
9246330441.

66568587/ 66384751

9949248666

Doc No	79238	168884
Doc Date	02-08-2021	
Quote No	Nil	
Quote Date	02-08-2021	
SupplyType	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6040 - Miscellaneous - Teflon tape - NA - nos	500.00	15.00	0.00	18.00	8,850.00
Total Order Value . . .					8,850.00

Rupees : Eight Thousand Eight Hundred Fifty 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

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 purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Ganesh Tube Traders**

Name : _____

Name : _____

Date : ____/____/____

1530

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		30-07-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		10:00AM	
Supplier				Req. No.		168884	
Material required before date:				ID No.		68048	

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Teflon Tapes		500	Nos		
2	Gova Rope		30	Bundles		
3	Plastic Blue Sheet	12x18	2160	sft		
4	Blue Sheet	24x18	4320	sft		
5	Car		30	Nos		
6	Dolls		30	Nos		
7	Spade With Handle		20	Nos		
8	Safety Belt 1/2 Body		30	Nos		
9	Permanent Marker- Blue		20	Nos		
10	Highlighter		20	Nos		
11	Paper	A4	50	Bundles		
12	Binder Clips	19mm	24	Nos		
13	Binder Clips	25mm	24	Nos		
14	Binder Clips	32mm	24	Nos		
15	Plastic Scale		20	Nos		
16	CD Marker- Blue		20	Nos		
17	CD Marker-Black		10	Nos		
18	CD Marker-Red		10	Nos		
19	CD Marker-Green		10	Nos		
20	Stapler	Big	5	Nos		
21	Stapler	Small	20	Nos		
22	Safety Indication Ribbon		10	Nos		
23	Blue Pens-Ordinary		200	Nos		
24	Red Pens-Ordinary		100	Nos		
25	Cello Pens-Blue		100	Nos		

APPROVED BY
31 JUL 2021
SOHAM MOBI
MANAGING DIRECTOR

79248

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File Folders-Blue		200	Nos		
Remarks: For Stock maintenance Purpose					
Prepared By	Bhavani				
Sign. & Date	30-07-2021		Sign. & Date		

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

✓ 31 JUL 2021
SOHAM MODI
MANAGING DIRECTOR