PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/8/21	Prepared by:	HEMENDRA
PO/WO no.	79567	PO / WO Date.	1/8/21
Supplier Name	Jai Sri Rama Civil Block & Tiles	PO/WO amount	10,030/-
Firm/Company	SSLCP	Project	SSLCP
Sl. No.	Bill No.	Bill Date	Bill amount
1	018	2/8/21	10,030/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10,030/-

Sl. No.	DC .No.	DC. Date	MRN No.	DC matches MRN
1.	018	2/8/21	95358	☑ 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:	10,030/-
Amount E – PO / WO value:	10,030/-
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:	[signature]		APPROVED 24 AUG 2021 MINISH PARIKH				
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/-

Cell:9618242689

JAI SRI RAMA COVERBLOCKSAnd Tiles

Plot No: 266, Near Ice Factory, Gandimaisamma X Road ,
Bowrampet, Ranga Reddy, Telangana -500055

TAX INVOICE

ToM/S Summit sales LLP-4-187/3&4, 11nd floor, MG road, secundrabad. 500003 **GSTIN -** 36ACQFS2044C1Z7	**INVOICE NO:018** **INVOICEDATE:** **20-08-2021** **GST:** 36NJZPS4941H1Z1 **DOCNO :79567**

S.NO	DESCRIPTION	UOM	QTY	RATE	AMOUNT
1	20/25/40/50 mm Cement Cover blocks	Nos	10000	0.85	8,500.00
		TOTAL AMOUNT			4250.00
		SGST 9%			765.00
		GST 9%			765.00
		AND TOTAL			10.030.00

ThankingYou,

SUMMIT SALES LLP
IN WARD
No: 83615
Date: 21/8
Sign:
R.R. DIST.

YoursFaithfully
FOR JAI SRI RAMA COVER BLOCKS

D. Rey
Proprietor

SUMMIT SALES LLP
IN WARD
No:
Date:
Sign:
R.R. DIST.

INWARD	
Inward No: 16838	Dt: 20/8/21
MRN No: 95358	Dt: 20/8/21
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

Purchase Order

 10-08-2021 3:35:50 PM

79567
10.08.21 11:15:45

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

Supplier Details			
Jai Sri Rama CoverBlocks and Tiles	**Doc No**	79567	168908
Plot .no.266, Near Ice Factory Gandimaisamma Road, Bowrampet, RangaReddy	**Doc Date**	10-08-2021	
	Quote No	NIL	
GSTIN 36NJZPS4941H1z1	**Quote Date**	10-08-2021	
9618242689	**SupplyType**	Supply	

Kind Attn : Mr.RaghuPathi Reddy

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6094 - Miscellaneous - Spacers - Other - nos	10,000.00	0.85	0.00	18.00	10,030.00
					Total Order Value . . .	**10,030.00**

Rupees : Ten Thousand Thirty 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 maintaince purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Jai Sri Rama CoverBlocks and Tiles*

Name : ____________

Date : __/__/____

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	07-08-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	02:00PM
Supplier		Req. No.	168908
Material required before date:		ID No.	68331

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Spacers all in one-RCC		10000	Nos		

Remarks:For Stock Maintenance Purpose.

Prepared By	Bhavani		
Sign.& Date	07-08-2021	Sign. & Date	

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

APPROVED BY
09 AUG 2021
SOHAM MODI
MANAGING DIRECTOR

19567.