PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/8/21	Prepared by:	Divya
PO/WO no.	78566	PO / WO Date.	13/7/21
Supplier Name	sathyavarapu Hardware	PO/WO amount	6,584.00/-
Firm/Company	summit sales LLP	Project	summit housing LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	432	07/08/21	6584.00/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			6584.00/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	432	07/08/21	95534	☑ 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:				6584.00/-
Amount E – PO / WO value:				6584.00/-
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	30/8/21
Remarks:	– final bill –

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		APPROVED 26 AUG 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	27/8/21						

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:36BCBPS4784B1ZJ PAN: BCBPS4784B

Sathyavarapu Hardwares

Dealers in : Kitchen Accessories & Exclusive Hardware

2-3-576/2/2/A, Minister Road, Nallagutta, Secunderabad.

: 040-66610337 : 98853 16000, : sathyavarapu_ravi@yahoo.com

TAX INVOICE-CASH/CREDIT

☐ Original for Receipt
☐ Duplicate for Transporter
☐ Triplicate for Supplier

Invoice No. : 432 /19 - 20

Invoice Date : 07/08/2021.

State : Telangana State Code36

Transportation Mode:
Vehicle Number:
P.O. Number :
LR No:
No. of Cases:
Place of Supply:

DETAILS OF CONSIGNEE: **BILLED TO**

NAME: ~~[illegible]~~

Address: 5-4-187/3&4, 2nd floor,
M.G. Road, Sec, 3.

GSTIN: 36AABCM9761E1ZM.

State: Telgne State Code: 36.

DETAILS OF RECEIVER: **SHIPPED TO**

NAME:

Address: P.Order 78566 | 13/7/21.
Summit Sales LLP

GSTIN: 36ACQFS2044C1Z7

State: State Code:

S. No.	HSN/SAC Code	Description of Goods	Qty.	UoM	Rate	Disc %	GST %	Taxable Amount (Rs.)
1	7318	3206 SS Screws ✓	20	Mts	114/-		18%	2280.00
2	7318	3808 SS Screws ✓	20	Mts	165/-		18%	3300.00
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								

INWARD
Inward No: 16854 Dt: 25/8/21
MRN No: 9553 Dt: 25/8/21
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

HSN Code	Taxable Amount	GST%	CGST	SGST	IGST		
						Transport / If any	
						Total Amount before Tax	5580.00
						Add. CGST 9%	502.20
						Add: SGST 9%	502.20
						Add: IGST	

Amount in words: Six thousand five hundred & eighty four GRAND TOTAL 6584.50

We Bank with:
HDFC BANK,
Paradise Branch, Secunderabad
Current Account: 00422000029168
RTGS/IFSC Code : HDFC0000042

* Goods once sold will not be taken back
Subject to Secunderabad Jurisdiction E.& O.E.

SUMMIT SALES LLP R.R. DIST.
INWARD No. 83777
Date: 26/8
Sign:

Receiver's Signature with Stamp

For Sathyavarapu Hardwares

Authorised Signatory

Rs 6584/-

Purchase Order

 24-08-2021 5:36:17 PM

78566
12.07.21 11:10:50

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

Supplier Details

Sathyavarapu Hardwares,
#2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.

GSTIN 36BCBPS4784B1ZJ
65910337. 9885316000.

Doc No	78566	168804
Doc Date	13-07-2021	
Quote No	Nil	
Quote Date	13-07-2021	
SupplyType	Supply	

Kind Attn : Mr. S. Ravi Kumar.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2156 - Carpentry - hardware - S.S. Screws - other - pkts *32 x 6*	20.00	114.00	0.00	18.00	2,690.40
2	2156 - Carpentry - hardware - S.S. Screws - other - pkts *38 x 8*	20.00	165.00	0.00	18.00	3,894.00
					Total Order Value . . .	**6,584.40**

Rupees : Six Thousand Five Hundred Eighty Four and Paise Fourty 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 : ______________

Accepted the above Terms And Conditions
For *Sathyavarapu Hardwares,*

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	06-07-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	03:00
Supplier		Req. No.	168804
Material required before date:		ID No.	67410

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Fisher Plug-Bosh 78565	5mm	40	Pkts		
2	Fisher Plug-Bosh	6mm	50	Pkts		
3	SS Screws-CSK 78566 164	32x6mm	20	Pkts		
4	SS Screws-CSK 165	38x8mm	20	Pkts		
5	Hold Fast	4"	100	Kgs		
6	Measurment Tapes	5mtrs	20	Nos		
7	Measurment Tapes PVC 78568	30mtrs	05	Nos		
8	Measurment Tapes	100mtrs	05	Nos		
9	Bombay Nails 78567	2"	20	Kgs		
10	Bombay Nails	2 1/2"	20	Kgs		
11	Plastic Gampa	17"	60	Nos		

Remarks:For Stock Maintenance Purpose

Prepared By	BHAVANI		
Sign.& Date	06-07-2021	Sign. & Date	

APPROVED BY
08 JUL 2021
SOHAM MODI
MANAGING DIRECTOR

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