PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	2/9/21	Prepared by:	Deep
PO/WO no.	79727	PO / WO Date.	17/8/21
Supplier Name	Supreme Agencies	PO/WO amount	18,658/-
Firm/Company	Summit Sales LLP	Project	Summit Housing LLP
Sl. No.	Bill No	Bill Date	Bill amount
1.	2188	30/8/21	9,329/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			9,329/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	95693	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount B –Other Credits :	-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	9,329/-
Amount E – PO / WO value:	18,658/-
Amount F – Difference (A – E):	9,330/-
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 (explai~~ned 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	6/9/21
Remarks: Part Bill	

APPROVED
03 SEP 2021
MINISH PARIKH
MANAGER PROCUREMENT

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts 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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude

Original For Buyer

Supreme Agencies — GST INVOICE

Branch Office & Godown: 8-7-21,Old Bowenpally,Secunderabad - 500011 Tel:(040)48543886,48543889 Email: info@supremehyd.co.in

Name and Address of Buyer
C2260
SUMMIT SALES LLP
3 5-4-187/3&4 , II ND FLOOR
M G ROAD
SECUNDERABAD.-500003.,Telangana

Buyer's GSTIN No: 36ACQFS2044C1Z7

Consignee Delivery Address
C2260
SUMMIT SALES LLP
SITE : BEHIND KINGSTON PG COLLEGE , CHERLPALLY .
HYDERABAD.,Telangana
State Code : 36.

GSTIN No : 36ABWPS5297A1Z1

Tax Invoice No.	2188	Invoice Date	30-Aug-21
DC No. & Date.	/	Due Date	30-Aug-21
P.O. No.	79727 / 168934	P.O. Date	17-Aug-21
Terms of Payment	AGAINST DELIVERY	Mode Of Dispatch	AUTO
Transporter Name		Vehicle No	TS 10 UA 9758
L/R No.		L/R Date	
Freight Terms		Bill Type	GST Bill

S. No.	DESCRIPTION	HSN Code	No. of Pkgs	Quantity Unit	Rate Per Unit	Amount (Rs.)	GST %	GST Amount
	DURA FIL							
1	25MMX1220MMX2000MM DAWN - DURA FIL	39211900	1	29.28 SQM	270.00	7905.60	18.00	1423.01
	12 STS X 2.44 = 29.28 SQM							
Total			1	29.28 SQM		7905.60		1423.01

INWARD
Inward No: 16889 Dt: 30/8/21
MRN No: 95693 Dt: 30/8/21
Received By: Sign: 84
SUMMIT SALES LLP

Certified by:
Stores Manager

GST Sum In Words:
Rupees One Thousand Four Hundred Twenty-Three And One Paisa Only

Bill Amount In Words:
Rupees Nine Thousand Three Hundred Twenty-Nine Only

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 83958
Date: 1/9
Sign:

Gross Total	7905.60
Freight Amt	0.00
CGST Amt	711.50
SGST Amt	711.50
IGST Amt	0.00
Round off	0.39
Total Amount	9329.00

Terms & Conditions:
1. Our risk responsibility ceases after goods leave our godown.
2. Failure to pay on due date will attract interest @ 24% p.a.
3. All payments to be made throgh a crossed cheque / NEFT / RTGS
4. Goods Once Sold Cannot be taken back or Exchange.
5. All disputes are subject to Hyderabad jurisdiction only.

For Supreme Agencies

SUPREME AGENCIES HYDERABAD

Authorised Signatory

Registered Office: 10-5-127, Fathenagar, Hyderabad - 500018

Duplicate For Transporter

Supreme Agencies GST INVOICE

Branch Office & Godown: 8-7-21,Old Bowenpally,Secunderabad - 500011 Tel:(040)48543886,48543889 Email: info@supremehyd.co.in

Name and Address of Buyer

C2260
SUMMIT SALES LLP
3 5-4-187/3&4 , II ND FLOOR
M G ROAD
SECUNDERABAD.-500003.,Telangana

Buyer's GSTIN No: 36ACQFS2044C1Z7

GSTIN No : 36ABWPS5297A1Z1

Tax Invoice No.	2188	Invoice Date	30-Aug-21
DC No. & Date.	/	Due Date	30-Aug-21
P.O. No.	79727 / 168934	P.O. Date	17-Aug-21
Terms of Payment	AGAINST DELIVERY	Mode Of Dispatch	AUTO
Transporter Name		Vehicle No	TS 10 UA 9758
L/R No.		L/R Date	
Freight Terms		Bill Type	GST Bill

Consignee Delivery Address

C2260
SUMMIT SALES LLP
SITE : BEHIND KINGSTON PG COLLEGE , CHERLPALLY ,
HYDERABAD.,Telangana
State Code : 36.

S. No.	DESCRIPTION	HSN Code	No. of Pkgs	Quantity Unit	Rate Per Unit	Amount (Rs.)	GST %	GST Amount
1	DURA FIL 25MMX1220MMX2000MM DAWN - DURA FIL 12 STS X 2.44 = 29.28 SQM	39211900	1	29.28 SQM	270.00	7905.60	18.00	1423.01
Total			1	29.28 SQM		7905.60		1423.01

INWARD
Inward No: 6889 Dt: 30/8/21
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

GST Sum In Words:
Rupees One Thousand Four Hundred Twenty-Three And One Paisa Only

Bill Amount In Words:
Rupees Nine Thousand Three Hundred Twenty-Nine Only

Gross Total	7905.60
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For Supreme Agencies

SUPREME AGENCIES HYDERABAD

Authorised Signatory

Registered Office: 10-5-127, Fathenagar, Hyderabad - 500018

Purchase Order

Page(s) 1 Of 1 17-08-2021 12:33:49 PM

79727
12.08.21 2:08:30

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

Supplier Details			
Supreme Agencies Fatehnagar	**Doc No**	79727	168934
	Doc Date	17-08-2021	
	Quote No	Nil	
GSTIN 36ABWPS5297A1Z1 23771946	**Quote Date**	13-08-2021	
23776002 9849137074	**SupplyType**	Supply	

Kind Attn : Mr. Rajesh

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6066 - Miscellaneous - Armor Board - NA - Nos	24.00	658.80	0.00	18.00	18,657.22
					Total Order Value . . .	**18,657.22**

Rupees : Eighteen Thousand Six Hundred Fifty Seven and Paise Twenty Two Only.

Terms and Conditions :-

Specification /	All items shall be of "Supreme" brand,according to above size, each board 2 mtrs x 1.22 mtrs @ 270/- / sq.mtr.
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
Penality For Delay	Nil
Transportation	Transport cost shall be borne by you us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, above order is for Stock maintanace Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

Bill No :- 2188 dt :- 20/8/21
Amount :- 9,329/-

For *Summit Sales LLP*
Authorised Signatory

Name : ______

Accepted the above Terms And Conditions
For *Supreme Agencies*

Name : ______

Date : __/__/____

1123

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	13-08-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	12:00PM
Supplier		Req. No.	168934
Material required before date:		ID No.	68500

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Armour Board	6'x4'	24	Nos		

Remarks:For Stock Maintenance Purpose

Prepared By	Bhavani		APPROVED BY
Sign.& Date	13-08-2021	Sign. & Date	16 AUG 2021 SOHAM MODI MANAGING DIRECTOR

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

79727.