(2)

(B) please check entry (Tax Entry) [Tax amount]

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	2/9/21	Prepared by:	Puls
PO/WO no.	79931	PO / WO Date.	24/8/21
Supplier Name	Akshya traders	PO/WO amount	2,250/-
Firm/Company	sumit sales LLP	Project	summit Housing LLP
Sl. No.	Bill No:	Bill Date	Bill amount
1.	1414	30/8/21	2,250/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,250/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	-	-	95691	☑ 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:				2,250/-
Amount E – PO / WO value:				2,250/-
Amount F – Difference (A – E):				-

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	6/9/21
Remarks:	- final Bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	2/9/21						

APPROVED
03 SEP 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. 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

TAX INVOICE

Cell : 9958611144
9381004542

AKSHAYA TRADERS

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 : 36BFYPA0121AZ3

Invoice No. 1414

Date 30/8/2021

Name Summit Sales LLP GSTIN 36ACBFS2044C1Z7

Address P.O. No. 7993

State State Code

Sl. No.	PARTICULARS	HSN CODE	Qty.	Rate	Amount	5%	12%	18%	Amount
1	Crowbar	1716	5	450	2250	—	—	-	2250-
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									2250.-
						Total Amount			
						Add CGST 9%			
						Add SGST 9%			
						Total GST			
						Total Amount			2250

Certified by:

Stores Manager

INWARD
Inward No: 1688S Dt: 30/8/21
MRN No: 95691 Dt: 30/8/21
Received By: Sign:
SUMMIT SALES LLP

Mode of Payment
Cash / Cheque / Cheque No.

SUMMIT SALES LLP R.R. DIST
INWARD No: 83953
Date: 1/9
Sign:

Rupees inwords

For AKSHAYA TRADERS

Receiver's Signature

Proprietor

Purchase Order

 24-08-2021 11:52:00

79931
13.08.21 2:26:19

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	**Doc No**	79931	168950
6-4-392/1, New Bholakpur, Secunderbad	**Doc Date**	24-08-2021	
	Quote No	Nil	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	01-08-2021	
9381004542 9959611144	**SupplyType**	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9513 - Tools - Crowbar - other - nos	5.00	450.00	0.00	0.00	2,250.00
					Total Order Value . . .	**2,250.00**

Rupees : Two Thousand Two 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
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 : ____________________

Contact - -

Accepted the above Terms And Conditions

For ***Akshaya Traders***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	19-08-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	12:00PM
Supplier		Req. No.	168950
Material required before date:		ID No.	68637

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Ring Binder	A3	24	Nos		
2	Marker Pens-Black		30	Nos		
3	Marker Pens-Green		30	Nos		
4	Marker Pens-Blue		20	Nos		
5	Marker Pens-Red		20	Nos		
6	Scissors		10	Nos		
7	Paper Bundles	A4	50	Nos		
8	Crowbars 79931		5	Nos		

Remarks:For Stock Maintenance Purpose

Prepared By	Bhavani		APPROVED BY
Sign.& Date	19-08-2021	Sign. & Date	21 AUG 2021 SOHAM MODI MANAGING DIRECTOR

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