

PURCHASE DIVISION  
Advice for approval for credit to supplier

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Date:		2/9/21		Prepared by:		Deals	
PO/WO no.		79962		PO / WO Date.		24/8/21	
Supplier Name		AKshya traders		PO/WO amount		13,216/-	
Firm/Company		summit sales LLP		Project		Summit Housing HP	
Sl. No.				Bill Date		Bill amount	
1.		1413		2018/21		13,216/-	
2.							
3.						/	
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						13,216/-	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	-	-	95692	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :						-	
Amount C –Other Debits :						-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:						13,216/-	
Amount E – PO / WO value:						13,216/-	
Amount F – Difference (A – E):						-	
Quantity received as per PO /WO			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input checked="" type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)				
Is difference between PO / Bill acceptable?			<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)				
Excess / short material received			<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)				
Close PO / W?O			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)				
Advance paid / PDC given (deduct when paying)			<input type="checkbox"/> Yes – Rs. ___/- <input checked="" type="checkbox"/> 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:							
Date	2/9/21	<div style="border: 2px solid blue; padding: 5px; display: inline-block;"> <b>APPROVED</b>  <b>03 SEP 2021</b>  <b>MINISH PARIKH</b>  <b>MANAGER PROCUREMENT</b> </div>					

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.



Invoice No. **1413**

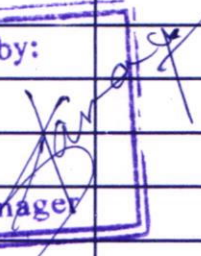
GSTIN : **36BFYPA0121AZ3**

Date: **30/8/2021**

Name..... **Summit Sales LLP** .....GSTIN. **36ACDEF2044C127**

Address..... P.O. No. **79962**

State..... State Code.....

Sl. No.	PARTICULARS	HSN CODE	Qty.	Rate	Amount	5%	12%	18%	Amount	
1	Hold Fast	1718	50	56	2800			504	3304	
2	Nails MS	1718	20	60	1200			216	1416	
3	PVC Gampas	5509	60	120	7200			1296	8496	
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14	Certified by:									
15										
16										
17			Stores Manager							
18										



**INWARD**

Inward No: **6886** Dt: **30/8/21**

Mode of Payment: **Cash** TRN No: **95692** Dt: **30/8/21**

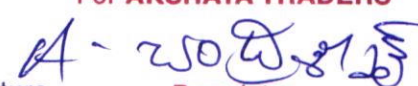
Cash / Cheque / Cheque No. By: **Summit Sales LLP** Sign: **SW**

**SUMMIT SALES LLP**

Total Amount		11200
Add CGST 9%	1008	
Add SGST 9%	1008	
Total GST	2016	
Total Amount		13216

Rupees in words.....

For **AKSHAYA TRADERS**

Receiver's Signature  Proprietor

# Purchase Order



79962  
13.08.21 2:26:19

Page(s) 1 Of 1

25-08-2021 10:48:23 AM

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  
6-4-392/1, New Bholakpur, Secunderbad  
  
**GSTIN** 36BFYPA0121A1Z3  
9381004542 9959611144

<b>Doc No</b>	79962	168951
<b>Doc Date</b>	24-08-2021	
<b>Quote No</b>	NIL	
<b>Quote Date</b>	19-08-2021	
<b>SupplyType</b>	Supply	

**Kind Attn : A.Chandra Shekhar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2105 - Carpentry - hardware - Holdfast - other - kgs 4"	50.00	56.00	0.00	18.00	3,304.00
2 2138 - Carpentry - hardware - MS Nails - 2 In - kgs	20.00	60.00	0.00	18.00	1,416.00
3 2148 - Carpentry - hardware - Plastic gampa - other - nos 17"	60.00	120.00	0.00	18.00	8,496.00
<b>Total Order Value . . .</b>					<b>13,216.00</b>

Rupees : Thirteen Thousand Two Hundred Sixteen Only.

## Terms and Conditions :-

<b>Specification /</b>	As per details given in the quotation.
<b>Payment Terms</b>	After Delivery & Production of bill
<b>Tax</b>	All taxes included in above price.
<b>Delivery Date</b>	Next Day.
<b>Delivery Location</b>	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
<b>Penalty For Delay</b>	Nil
<b>Transportation</b>	Transport cost shall be borne by us
<b>Warranty</b>	Nil
<b>Advance Paid</b>	Nil
<b>Other Terms</b>	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock maintenance purpose.
<b>Completion Date</b>	Nil
<b>Measurment</b>	Nil
<b>Security</b>	Nil
<b>Remarks</b>	

For **Summit Sales LLP**  
Authorised Signatory

Name : \_\_\_\_\_

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.	168951	
Material required before date:			ID No.		68638	
S. No	Description	Size	Quantity	Units	Inward No	Date
1	Fisher Plug-Bosh - 79960	5mm	50	Pkts		
2	Hold Fast	4"	50	Kgs		
3	MS Nails 79962	2"	20	Kgs		
4	Plastic Gampa	17"	60	Nos		
Remarks: For Stock Maintenance Purpose						
Prepared By		Bhavani				<div style="border: 2px solid blue; padding: 5px; text-align: center;"> <b>APPROVED BY</b>  <b>21 AUG 2021</b>  <b>SOHAM MODI</b>  <b>MANAGING DIRECTOR</b> </div>
Sign. & Date		19-08-2021		Sign. & Date		

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

*W*