PURCHASE DIVISION
Advice for approval for credit to supplier

② 14/9

Date:	15/9/21	Prepared by: Hamsha	HEMENDRA
PO/WO no.	80375	PO / WO Date.	7/9/21
Supplier Name	Santosh Tarpaulin	PO/WO amount	10,705/-
Firm/Company	SSLLP	Project	SLLP

Sl. No.	Bill No.	Bill Date	Bill amount
1	070	8/9/21	10,705/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges): 10,705/-

Sl. No.	DC No.	DC. Date	MRN No.	DC matches MRN
1.	—	—		☐ 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:	—
Amount E – PO / WO value:	10,705/-
Amount F – Difference (A – E): GST-18%	10,705/-

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	21/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date			16/09/2021				

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/-

TAX-INVOICE

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
To SUMMIT SALES LLP 5-4-187/3&3 IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36ACQFS2044C1Z7**	Invoice No:**070** Invoice Date: 08/09/2021 P.O.No.80375/168991 P.O.Date: 08.09.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN SIZE 18 X12 ft 10 NOS	3926	2160 SFT	@ 1.40	3,024.00
2	HDPE TARPAULIN SIZE 24 X 18 ft 10 NOS	3926	4320 SFT	@1.40	6,048.00

Rupees in words TEN THOUSAND SEVEN HUNDRED FOUR AND NINTY SEX PAISE ONLY

Total ::	**9,072.00**
CGST @ 9 %	**816.48**
SGST @ 9 %	**816.48**
IGST 18% ::	
Grand Total ::	**10,704.96**

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD			
Inward No:	6942	Dt:	9/9/21
MRN No:		Dt:	
Received By:		Sign:	
SUMMIT SALES LLP			

SUMMIT SALES LLP
R.R. DIST.
IN WARD
No: 84431
Date: 15/9
Sign:

TAX-INVOICE

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
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Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD	
Inward No:	Dt: 9/9/21
MRN No:	Dt:
Received By:	Sign: 84
SUMMIT SALES LLP	

Purchase Order

80375
02.09.21 4:46:57

 07-09-2021 12:44:11

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

Supplier Details

Santosh Tarpaulin
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010

GSTIN 36ATWPA1307P1ZC

9642662732

Doc No	80375	168991
Doc Date	07-09-2021	
Quote No	Nil	
Quote Date	02-08-2021	
SupplyType	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6010 - Miscellaneous - Plastic Blue Sheet - 18 ft x 12 ft - sft *10 nos*	2,160.00	1.40	0.00	18.00	3,568.32
2	6011 - Miscellaneous - Blue Sheet - 24 Ft x18 Ft - sft *10 nos*	4,320.00	1.40	0.00	18.00	7,136.64
					Total Order Value . . .	**10,704.96**

Rupees : Ten Thousand Seven Hundred Four and Paise Ninty Six Only.

<u>Terms and Conditions :-</u>

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 ***Santosh Tarpaulin***

Name : ____________

Date : __/__/____

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	04-09-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	12:00PM
Supplier		Req. No.	168991
Material required before date:		ID No.	69152

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Plastic Blue Sheet } 80375	12x18	2160	Sft		
2	Blue Sheet	24x18	4320	Sft		
3	Cube Testing Moulds	6"x6"	12	Nos		
4	Scribling Pads		100	Nos		
5	Crowbar		10	Nos	W	

Remarks:For Stock Replenishing Purpose

Prepared By	Bhavani		APPROVED BY
Sign.& Date	04-09-2021	Sign. & Date	06 SEP 2021 SOHAM MODI MANAGING DIRECTOR

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