PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/9/21	Prepared by:	Handa
PO/WO no.	80708	PO / WO Date.	16/9/21
Supplier Name	Sri Laxmi Ganesh Steel & Hardware	PO/WO amount	14,349/-
Firm/Company	SSLL	Project	Shell Suleep
Sl. No.	Bill No.	Bill Date	Bill amount
1	193	16/9/21	14,349/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			14,349/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	96685	☐ ~~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:				14,349/-
Amount E – PO / WO value:				14,349/-
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	30/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 22 SEP 2021 MINISH PARIKH MANAGER PROCUREMENT				
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. 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 - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals

6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.

Email : srilaxmiganeshsteels@gmail.com

Po No 80708

M/s. SUMMit Sales LLP
M.G. Road

Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 193
Date : 16/9/21
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Machine Blade 14"	40M	145/-	5800=	00
	Welding Rod	2 Box	3.180/-	6360=	00
			Total	12,160=	00
			SGST @ 9 %	1094	40
			CGST @ 9 %	1094	40
			IGST @ 18 %		
			Roundup		20
			Grand Total	14,349=	00

INWARD
Inward No: KC42 Dt: 26/9/21
MRN No:
Received By: Sign:
SILVER OAK VILLAS PART-III

SUMMIT SALES LLP
R.R. DIST.
IN WARD No: 84936
Date: 22/9
Sign:

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees in words :

INWARD
Inward No: 16992 Dt: 26/9/21
MRN No: 96685 Dt: 22/9/21
Received By: Sign:
SUMMIT SALES LLP

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

80708
14.09.21 11:35:45

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

Supplier Details

Sri Laxmi Ganesh Steels & Hardware
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad

GSTIN 36ARPPK9655D2ZA

9246205245/9542575725

Doc No	80708	169020
Doc Date	16-09-2021	
Quote No	Nil	
Quote Date	16-09-2021	
SupplyType	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9550 - Tools - Machine Blade - other - nos *14" cutting blade*	40.00	145.00	0.00	18.00	6,844.00
2	9574 - Tools - Welding Rod - NA - nos *12 pcs*	2.00	3,180.00	0.00	18.00	7,504.80
	Rupees : Fourteen Thousand Three Hundred Fourty Eight and Paise Eighty Only.				**Total Order Value . . .**	**14,348.80**

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivary & Production of bill
Tax	Included in the 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 Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We resreve the right to reject the item not confirming to the specifications . Above order for fabrication work purpose.
Completion Date	NIL
Measurment	NIL
Security	NIL
Remarks	

For ***Summit Sales LLP***
Authorised Signatory

Name : 17/09/2021

Accepted the above Terms And Conditions
For ***Sri Laxmi Ganesh Steels & Hardware***

Name : ______

Date : __/__/____

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	16-09-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169020
Material required before date:		ID No.	69403

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Cutting Blades	14"	40	Nos		
2	Welding Rod		2	Boxes		

Remarks:For Fabrication Work Purpose			
Prepared By	Bhavani		
Sign.& Date	16-09-2021	Sign. & Date	

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

80708

APPROVED
16 SEP 2021
P. PRASHAKAR
Sr. MANAGER PURCHASE