PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/9/21	Prepared by:	Harsha
PO/WO no.	80752	PO / WO Date.	17/9/21
Supplier Name	Akshaya Traders	PO/WO amount	20,355/-
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1453	20/9/21	20,355/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			20,355/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	96692	~~□ 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:				20,355/-
Amount E – PO / WO value:				20,355/-
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/-

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. 1453

GSTIN : 36BFYPA0121AZ3

Date 20/9/2021

Name Summit Sales LLP GSTIN 36ACQFS2044C1Z7

Address P.O. No. 80752

State State Code

Sl. No.	PARTICULARS	HSN CODE	Qty.	Rate	Amount	5%	12%	18%	Amount
1	Hold fast	1718	100	65	6500			1170	7670.
2	Chicken Mesh	7314	5	110	550			99	649.
3	Bombay Nails 2"	1714	20	75	1500			270	1770.
4	Bombay Nails 21/2	1714	20	75	1500			270	1770.
5	PVC Gampas	5504	60	120	7200			1296	8496.
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

Total Amount		17250.
Add CGST 9%	1552.5	
Add SGST 9%	1552.5	
Total GST	3105	
Total Amount		20355.

Mode of Payment :
Cash / Cheque / Cheque No.

INWARD
Inward No: 17001 Dt: 20/9/21
GRN No: 96692 Dt: 22/9/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 84741
Date: 22/9
Sign:

Rupees inwords

For AKSHAYA TRADERS

Receiver's Signature

Proprietor

Purchase Order

 17-09-2021 15:21:52

80752
14.09.21 11:35:46

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	**Doc No**	80752	169018
	Doc Date	17-09-2021	
	Quote No	Nil	
	Quote Date	17-09-2021	
	SupplyType	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	100.00	65.00	0.00	18.00	7,670.00
2	2076 - Carpentry - hardware - Chicken Mesh - NA - bundles	5.00	110.00	0.00	18.00	649.00
3	2054 - Carpentry - hardware - Bombay Nails - 2 In - kgs	20.00	75.00	0.00	18.00	1,770.00
4	2055 - Carpentry - hardware - Bombay Nails - 21/2 In - kgs	20.00	75.00	0.00	18.00	1,770.00
5	2148 - Carpentry - hardware - Plastic gampa - other - nos	60.00	120.00	0.00	18.00	8,496.00
				Total Order Value . . .		**20,355.00**

Rupees : Twenty Thousand Three Hundred Fifty Five 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

17/09/2021

Name : ______

Accepted the above Terms And Conditions
For *Akshaya Traders*

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.	169018
Material required before date:		ID No.	69434

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Fisher Plug-Bosh 80754	5mm	50	Pkts		
2	Fisher Plug-Bosh	6mm	50	Pkts		
3	Hold Fast	4"	100	Kgs		
4	Measurement Tapes 80756	5mtrs	20	Nos		
5	Measurement Tapes	100mtrs	5	Nos		
6	Chicken Mesh	30nos	5	Bundles		
7	Bombay Nails 80752	2"	20	Kgs		
8	Bombay Nails	2 1/2"	20	Kgs		
9	Steel Measuring Tapes - 465	30mtrs	5	Nos		
10	Plastic Gampas	17"	60	Nos		

Remarks:For Stock Replenishing Purpose

Prepared By	Bhavani		APPROVED BY
Sign.& Date	16-09-2021	Sign. & Date	16 SEP 2021 SOHAM MODI MANAGING DIRECTOR

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