PURCHASE DIVISION
Advice for approval for credit to supplier

2519

Date:	23/9/21	Prepared by:	Hendo
PO/WO no.	80701	PO / WO Date.	16/9/21
Supplier Name	SR Light	PO/WO amount	15,340/-
Firm/Company	SSLCP	Project	SLCP
Sl. No.	Bill No.	Bill Date	Bill amount
1			
2	3036	17/9/21	15,340/-
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges): 15,340/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	96773	☑ 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:	15,340/-
Amount F – Difference (A – E): GST-18%	15,340/-

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:	[signature]		[signature]				
Date							

APPROVED
25 SEP 2021
MINISH PARIKH

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/-

 16-Sep-21 2:43:45 PM

Purchase Order

80701
14.09.21 11:35:45

Copy

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

Supplier Details			
S.R.Lights 846/4-3-2, RP Road, Secunderbad-3	**Doc No**	80701	169007
	Doc Date	16-09-2021	
GSTIN 36AHMPR9714P1ZB	**Quote No**	Nil	
	Quote Date	01-04-2015	
64594769 900008544/9246370769	**SupplyType**	Supply	

Kind Attn : Mr.Seva Ram

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4581 - Electrical - other - Gate lamp - NA - nos *SQUARE*	20.00	650.00	0.00	18.00	15,340.00
					Total Order Value . . .	**15,340.00**

Rupees : Fifteen Thousand Three Hundred Fourty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of "United" brand, wall light, model no.365 with lamp, MS body, 4 sided.
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 Cost	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 eplanish, purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *S.R.Lights*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	13-09-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169007
Material required before date:		ID No.	69344

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Surface Mounted Tube Light 80699	160+12=? 1'	20	Nos		
2	Surface Mounted Tube Light	288+12=? 4'	20	Nos		
3	Gate Light-Square 80701		20	Nos		

Remarks:For Stock Replenishing Purpose

Prepared By	Bhavani		
Sign.& Date	13-09-2021	Sign. & Date	

APPROVED BY
13 SEP 2021
SOHAM MODI
MANAGING DIRECTOR

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

Retail INVOICE / CASH MEMO / BILL

ORIGINAL

GST : 36AHMPR9714P1ZB

S. R. LIGHTS

846/4-3-2, R.P. ROAD, SECUNDERABAD - 3.
Ph : 040 66384943, 9000085444, e-mail : sevaram75@gmail.com

S. No. 3036

Date : 17 09 2021

Purchaser R.C. No. / GST No. 36ACOFS2044C1Z7

M.S. Summit Sales LLP (80701 1699007)

RR/GR No.......................Date.................Goods through...........Freight...........Weight...............

S. No.	PARTICULARS	HSN Code	QTY.	RATE	AMOUNT Rs.	Ps.
1	Gate lamp	9405	20	650	13000	0

INWARD
Inward No: 17015 Dt: 22/9/21
MRN No: 96773 Dt: 23/9/21
Received By:
Sign: SY
SUMMIT SALES LLP

Rupees in words : Fifteen thousand three hundred Fourty only

Total	13000	0
CGST 9 %	1170	00
SGST 9 %	1170	0
IGST %		
Grand Total	15340	00

Bank Details
YES BANK
A/c No. 041361900000335
IFS Code : YESB0000413 - Secunderabad Branch

Sale Against Central From C / D / H / F

SUMMIT SALES LLP R.R. DIST. IN WARD No: 84778 Date: 23/9 Sign:

1. Goods once sold will not be taken back.
2. After despatch we are not responsible goods
3. Subject to T.S. Jurisdiction only.
4. Interest will be charged 24% if the payment will not made within 30 days

For S.R. Lights