(B) 4/10 M

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/9/21	Prepared by:	Hemha
PO/WO no.	80910	PO / WO Date.	23/9/21
Supplier Name	Akshaya Trader	PO/WO amount	9,209/-
Firm/Company	SSLLP	Project	SRLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1472	27/9/21	9,445/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			9,445/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	96941	☑ 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:	9,445/-
Amount E – PO / WO value:	9,209/-
Amount F – Difference (A – E): GST-18%	236/-

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	5/10/21
Remarks:	

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

APPROVED
01 SEP 2021
MINISH PARIKH
MANAGER PROCUREMENT

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/-

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. 1472 GSTIN : 36BFYPA0121AZ3 Date 27/09/2021

Name Summit sales LLP GSTIN 36ACDFS2044C1Z7

Address P.O. No. 80910

State State Code

Sl. No.	PARTICULARS	HSN CODE	Qty.	Rate	Amount	5%	12%	18%	Amount
1	Sponges	3921	500	8	4000/-			720	4720/-
2	Goa Rope	8530	30	150	4500/-	225			4725/-
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 84952
Date: 28/9
Sign:

Total Amount		8500/-
Add CGST 9%	472.5	
Add SGST 9%	472.5	
Total GST		945
Total Amount		9445/-

Mode of Payment
Cash / Cheque / Cheque No.

INWARD
Inward No: 12038 Dt: 28/9/21
MRN No: 96999 Dt: 28/9/21
Received By: Sign:
SUMMIT SALES LLP

For **AKSHAYA TRADERS**

Rupees inwords

Receiver's Signature

Proprietor

 23-09-2021 15:38:32

Purchase Order

80910
22.09.21 4:26:50

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	80910	169022
Doc Date	23-09-2021	
Quote No	Nil	
Quote Date	23-09-2021	
SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4057 - Consumables - Sponges - NA - nos	500.00	8.00	0.00	18.00	4,720.00
2	6025 - Miscellaneous - Gova rope - NA - bundles	30.00	150.00	5.00	5.00	4,488.75
					Total Order Value . . .	**9,208.75**

Rupees : Nine Thousand Two Hundred Eight and Paise Seventy Five Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST 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 items not confirming to qlty & specs. Breakage in your account. Above order for Stock maintain purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions
For *Akshaya Traders*

Name : ______________

Date : __/__/____

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Requisition Form

…y Name:	SUMMIT SALES LLP	Date:	17-09-2021
… Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
…plier		Req. No.	169022
…aterial required before date:		ID No.	69543

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Santoor Handwash		48	Nos		
2	Odonil		48	Nos		
3	Room Freshner		12	Nos		
4	Surf		60	Nos		
5	Vim Bar		24	Nos		
6	Harpic	500ml	48	Nos		
7	Colin	500ml	40	Nos		
8	Lizol	1ltrs	24	Nos		
9	Phinyle	1ltrs	40	Nos		
10	Acid		60	Nos		
11	Bombay Brooms	Big	50	Nos		
12	Plastic Bucket		20	Nos		
13	Mopping Stock 80847		30	Nos		
14	Wiper		10	Nos		
15	Broom With Stick		10	Nos		
16	Dust Pan		24	Nos		
17	Cloth Mat		24	Nos		
18	Jantha Paste 80908		40	Nos		
19	Sponges		500	Nos		
20	Gova Rope 80910		30	Nos		
21	Plastic Blue Sheet 80912	12x18 =216	20	Nos		10
22	Plastic Blue Sheet	24x18	20	Nos		
23	Water Bottles		36	Nos		

Remarks:For Stock Replenishing Purpose			APPROVED BY
Prepared By	Bhavani		
Sign.& Date	17-09-2021	Sign. & Date	20 SEP 2021

SOHAM MODI
MANAGING DIRECTOR