05/10

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	5/10/21	Prepared by:	Hoda
PO/WO no.	79846	PO / WO Date.	2/8/4
Supplier Name	Shivam Trading Co.	PO/WO amount	14,160/-
Firm/Company	8816P	Project	
Sl. No.	Bill No.	Bill Date	Bill amount
1	1246	2/9/21	14,160/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			14,160/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	97158	☑ 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:	14,160/-
Amount E – PO / WO value:	14,160/-
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 RTGS 14,160/-
Payment – due date	
Remarks:	

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

APPROVED
05 SEP 2021
MANISH 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/-

GSTIN NO. : 07DGEPS2666P1ZL

TAX INVOICE

STATE CODE 07

Shivam Trading Corp.

All Building & Water Proofing Materials
Jindal mlc Composite Pipes & Fittings

Deals in : Bitumen & Bitumen Product, Tarfelt, APP Mamreen, Iron & Hardware MS & GI Pipes, Valves, Electrical Goods, Sanitary Ware, Power Tools, Pump Set, Ball Bearing & General Order Supplier.

5224/104, Nigam Market, 1st Floor, Near ICICI Bank, G.B. Road, Delhi-110006
Ph. : 011-23235791, 7290054500, 9810515791, E-mail : shivstc2017@gmail.com

Invoice No. "STC"/- 1246

Dated 02/09/2021

BILLED TO :
M/s. Sumit Sales LLP
5-4-187/3&4, IInd Floor, MG Road Secunderabad - 500003
GSTIN NO. 36ACQFS2044C1Z7

DELIVERED TO : 79846

State Code

GSTIN NO.

Order No. Dated Transport

G.R./R.R. No. Dated Total Nag 40 Bag

S. No.	Description of Goods	HSN CODE	Qty.	Unit	Rate	Dis. %	Amount Rs.	P.
1.	Bitumen Rodi 25 kg/Bag	2715	40 / 1000	Bag / Kg	300	—	12000.	—

INWARD
Inward No: 17056 Dt: 30/9/21
MRN No: 97158 Dt: 01/10/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
INWARD No. 85129 Date: 4/10
Sgn:
R.R. DIST.

Amount of the Subject to Reversal

Bank Details

YES BANK	ICICI BANK
IFSC Code YESB0000166	IFSC Code ICIC0001131
A/c. 016661900004335	A/c. 113105000431
Chandni Chowk, Delhi-6	G.B. Road, Delhi-6

ELECTRONIC REFERENCE NUMBER :

E-Way Bill No.

(Rs. in Words : 14160/-)

TOTAL	12000.	—
Freight/Packing & Forwarding	—	
SUB TOTAL	12000.	—
CGST @ .... %	—	
SGST @ .... %	—	
IGST @ 18 %	2160.	—
INVOICE VALUE Rs.	14160.	—

E. & O.E.

TERMS & CONDITION :
1. Interest @24% p.a. will be charged if not paid on presentation
2. Good once sold will neither be taken back nor exchanged.
3. Any claim arising nout of this bill is to be adjudicated at Delhi Courts

For Shivam Trading Corp.

Proprietor

Printed by : Perfect Graphics, 974, Gali Neela Wali, Bazar Sita Ram, Delhi-6 M. 9811182028

Purchase Order

 20-08-2021 11:16:42 AM Original / Office Copy / Purchase Dn 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			
Shivam Trading Corp.	**Doc No**	79846	168946
S//4/104,Nigam Market, 1st floor, near ICici bank, GB Road Delhi-110006	**Doc Date**	20-08-2021	
	Quote No	NIL	
01123235791	**Quote Date**	20-08-2021	
9911245791	**SupplyType**	Supply	

Kind Attn : Mr.Shiv Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	2094 - Carpentry - hardware - Damber - NA - Kgs Road Patching Material 25 Kgs Bags	1,000.00	12.00	0.00	18.00	14,160.00
				Total Order Value . . .		**14,160.00**

Rupees : Fourteen Thousand One Hundred Sixty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation
Payment Terms	100% as advance
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Chadarghat Behind Kingston PG college, Hyderabad Phone. [redacted], Harendra
Penalty For Delay	Nil
Transportation Cost	Extra is our Scope
Warranty	Nil
Advance Paid	Rs.14,160/- through RTGS.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock replenising at SSLLP purpose
Completion Date	Nil
Measurement	Nil
Security	Nil
Remarks	Delivery at SSLLP.

For **Summit Sales LLP**
Authorised Signatory

Accepted the above Terms And Conditions
For **Shivam Trading Corp.**

Name : ____________________ Name : ____________________ Date : __/__/____

Contact :-

Purchase Order

20-08-2021 11:16:42 AM

79846
13.08.21 2:25:57

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

Supplier Details

Shivam Trading Corp.
5//4/104,Nigam Market, 1st floor, near ICici bank, GB Road
Delhi-110006

01123235791
9911245791

Doc No	79846 168946
Doc Date	20-08-2021
Quote No	NIL
Quote Date	20-08-2021
SupplyType	Supply

Kind Attn : Mr.Shiv Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	2094 - Carpentry - hardware - Dambar - NA - Kgs *Road Patching Material-25 Kgs Bags*	1,000.00	12.00	0.00	18.00	14,160.00

Total Order Value . . . 14,160.00

Rupees : Fourteen Thousand One Hundred Sixty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	100% as advance
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 Cost	Extra.In our Scope
Warranty	Nil
Advance Paid	Rs.14,160/- through RTGS.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock replinising at SSLLP purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Delivery at SSLLP.

For MDs APPROVAL
- ☐ High value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☐ Replenishing SSLLP stock
- ☒ Other

APPROVED BY
21 AUG 2021
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*
Authorised Signatory

Name : 20/08/2021

Accepted the above Terms And Conditions
For *Shivam Trading Corp.*

Name : ______________________

Date : __/__/____

1188

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	19-08-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	12:00PM
Supplier		Req. No.	168946
Material required before date:		ID No.	68595

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Road Patching Material-25kgs		40	Bags		
		20/08/2021	50 / 79846			

Remarks:For Replenishing Stock

Prepared By	Bhavani		APPROVED BY
Sign.& Date	19-08-2021	Sign. & Date	21 AUG 2021 SOHAM MODI MANAGING DIRECTOR

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