Ⓒ 20/10

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/10/21	Prepared by:	Hemendra
PO/WO no.	81055	PO / WO Date.	27/9/21
Supplier Name	Ganesh Tube Traders	PO/WO amount	28,792/-
Firm/Company	SS LLP	Project	SL LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	383	4/10/21	28,792/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			28,792/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	97419	☐ Yes ☐ No
2.	–	–	98047	☐ 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:	28,792/-
Amount E – PO / WO value:	28,792/-
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	30/10/21
Remarks:	

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

(ORIGINAL FOR RECIPIENT)

GANESH TUBE TRADERS(2018-2019) 5-2-270, PLOT NO. 29, HYDERBASTI, RANIGUNJ , SECUNDERABAD-3 TELANGANA PIN 500003 GSTIN/UIN: 36ADBPJ8881C1ZJ State Name : Telangana, Code : 36 E-Mail : ganeshtubetraders@gmail.com	Invoice No. **383**	Dated **4-Oct-2021**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref. **81055**	Other Reference(s)
Buyer **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road, Secunderabad GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36 Contact : 9502266233, 961824433	Buyer's Order No.	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**J PASTE** 20/10/21	350699	18 %	**40 NO**	60.00	NO		**2,400.00**
2	**ARALDITE 500GMS**	350699	18 %	**40 NO**	550.00	NO		**22,000.00**
								24,400.00
	CGST							**2,196.00**
	SGST							**2,196.00**
	Total			**80 NO**				**₹ 28,792.00**

SUMMIT SALES LLP R.R. DIST. IN WARD No: 91725 Date: 21-10-21 Sign:

INWARD
Inward No: 12076 Dt: 6-10-21
MRN No: 97419 Dt: 7/10/21
Received By: Sign:
SUMMIT SALES LLP

INWARD
Inward No: 17129 Dt: 20-10-21
MRN No: 98042 Dt: 20/10/21
Received By: Sign:
SUMMIT SALES LLP

Amount Chargeable (in words)

E. & O.E

INR Twenty Eight Thousand Seven Hundred Ninety Two Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
350699	24,400.00	9%	2,196.00	9%	2,196.00	4,392.00
Total	**24,400.00**		**2,196.00**		**2,196.00**	**4,392.00**

Tax Amount (in words) : **INR Four Thousand Three Hundred Ninety Two Only**

Company's Bank Details
Bank Name : **HDFC BANK**
A/c No. : **50200014835551**
Branch & IFS Code: **PG ROAD,SEC-BAD & HDFC0000042**

For GANESH TUBE TRADERS

Company's PAN : **ADBPJ8881C**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for GANESH TUBE TRADERS(2018-2019)

Authorised Signatory

This is a Computer Generated Invoice

 27-09-2021 15:05:56

Purchase Order

81055
27.09.21 3:07:17

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

Supplier Details

Ganesh Tube Traders
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.

GSTIN 36ADBPJ8881C1ZJ 66568587/ 66384751
9246330441. 9949248666

Doc No	81055	169036
Doc Date	27-09-2021	
Quote No	Nil	
Quote Date	27-09-2021	
SupplyType	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6548 - Paints - Janata Paste - NA - kgs *500grms*	40.00	60.00	0.00	18.00	2,832.00
2	7109 - Plumbing - other - Araldite - other - gms *1kg*	20.00	1,100.00	0.00	18.00	25,960.00
					Total Order Value . . .	**28,792.00**

Rupees : Twenty Eight Thousand Seven Hundred Ninty Two 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. Final payment as per actual weighment. Above order for Stock maintaince purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions
For *Ganesh Tube Traders*

Name : ______________

Date : __/__/____