PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	02/11/2021	Prepared by:	T.D. Murthy
PO/WO no.	81459	PO / WO Date.	07/10/2021
Supplier Name	Sri Laxmi Ganesh Steels & Hardware	PO/WO amount	Rs. 34,686/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	232	23/10/2021	Rs. 35,193/-
2.	-	-	-
3.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 35,193/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	232	23/10/2021	98775	☑ Yes ☐ No
2.				☑ Yes ☐ No
3.				☑ Yes ☐ No
4.				☑ Yes ☐ No

Amount B –Other Credits :	-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	Rs. 35,193/-
Amount E – PO / WO value:	Rs. 34,686/-
Amount F – Difference (A – E):	Rs. 507/-
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	**08/11/2021**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	2/11/21						

APPROVED
02 NOV 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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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 - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh,Design Articals

6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.

Email : srilaxmiganeshsteels@gmail.com

Po No 81459

M/s. Summit Sales LLP
M.G. Road

Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 332
Date : 23/10/21
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	M.S. Hinges	100No	185/-	18500	00
	Welding Rod	2 Box	3180/-	6360	00
	Machine Blade 14"	25No	135/-	3375	00
	Machine Blade 4"	25No	25/-	625	00
	MS Gate Lock Palti	5kg	85/-	425	00
	M.S. flowers	3kg	90/-	270	00
	M.S. L. Palti	3kg	90/-	270	00
			Total	29825	00
			SGST @ 9%	2684	00
			CGST @ 9%	2684	00
			IGST @ 18%		
			Roundup		
			Grand Total	35193	00

INWARD
Inward No: 17205 Dt: 2.11.21
MRN No: 98775 Dt: 2/11/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
INWARD
No: 86806
Date: 2-11-21
Sign:

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words :

INWARD
Inward No: 10567 Dt: 23/10/21
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

For Sri Laxmi Ganesh Steels & Hardware

Signature

Purchase Order

 07-10-2021 16:52:26

81459
05.10.21 5:01:57

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

Supplier Details

Sri Laxmi Ganesh Steels & Hardware
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad

GSTIN 36ARPPK9655D2ZA

9246205245/9542575725

Doc No	81459	169089
Doc Date	07-10-2021	
Quote No	Nil	
Quote Date	07-10-2021	
SupplyType	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2127 - Carpentry - hardware - MS Hinges - other - nos *Square Hinges - 8"*	100.00	185.00	0.00	18.00	21,830.00
2	9574 - Tools - Welding Rod - NA - nos *12pcs*	2.00	3,180.00	0.00	18.00	7,504.80
3	9550 - Tools - Machine Blade - other - nos *14" - Cutting wheel*	24.00	135.00	0.00	18.00	3,823.20
4	9550 - Tools - Machine Blade - other - nos *4" - Cutting wheel*	24.00	25.00	0.00	18.00	708.00
5	8015 - Steel - other - MS Gate Lock Patti - 1 1/2 In - nos	5.00	85.00	0.00	18.00	501.50
6	8129 - Steel - other - Flowers - other - nos	3.00	90.00	0.00	18.00	318.60
	Rupees : Thirty Four Thousand Six Hundred Eighty Six and Paise Ten Only.				**Total Order Value . . .**	**34,686.10**

Terms and Conditions :-

Specification / Brand	As per details given in the quotation. sl.no. 5 - 9kgs per plate.
Payment Terms	After Delivery & Production of bill
Tax	Included in the 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 resreve the right to reject the item not confirming to the specifications . Above order for making of SOV, AGH gates and railing purpose.
Completion Date	NIL
Measurment	NIL
Security	NIL
Remarks	

For ***Summit Sales LLP***
Authorised Signatory

Name : 07/10/2021

Accepted the above Terms And Conditions
For ***Sri Laxmi Ganesh Steels & Hardware***

Name : __________

Date : __/__/___

1294

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	07/10/2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	13:00
Supplier		Req. No.	169089
Material required before date:		ID No.	70085

No	Description	Size	Quantity	Units	Inward No	Date
1	MS GATE HINGES	8''	100	NOS		
2	WELDING RODS	-	02	BOXES		
3	CUTTING WHEELS	4''	24	NOS		
4	CUTTING WHEELS 81459	14''	24	NOS		
5	MS LOCK PATTI	-	5	KGS	85	
6	MS FLOWERS	-	3	KGS	90	
7						
8						

Remarks: ABOVE ORDER FOR MS FABRICATION WORK OF SOV, AGH GATES AND RAILING PURPOSE.

Prepared By	T.D. MURTHY	Sign. & Date	
Date:	07/10/2021		

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

APPROVED

07 SEP 2021

MINISH PARIKH

MANAGER PROCUREMENT