PURCHASE DIVISION
Advice for approval for credit to supplier

(B) (E) 26/11

Date:	26/11/21	Prepared by:	Sneha
PO/WO no.	82582	PO / WO Date.	12/11/21
Supplier Name	Sathyavarapu Hardware	PO/WO amount	3,469.20/-
Firm/Company	Summit Sales Up	Project	SHUp
Sl. No.	Bill No.	Bill Date	Bill amount
1	862	15/11/21	3,469.20/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,469.20/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	99469	☑ 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:	3,469.20/-
Amount E – PO / WO value:	3,469.20/-
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	29/11/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sneha	[signature]					
Date	26/11/21	26/11					

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:36BCBPS4784B1ZJ PAN: BCBPS4784B

Sathyavarapu Hardwares

Dealers in : Kitchen Accessories & Exclusive Hardware

2-3-576/2/2/A, Minister Road, Nallagutta, Secunderabad.

: 040-66610337 : 98853 16000, : sathyavarapu_ravi@yahoo.com

TAX INVOICE-CASH/CREDIT

☐ Original for Receipt
☐ Duplicate for Transporter
☐ Triplicate for Supplier

Invoice No. : 862 /19 - 20		Transportation Mode:	LR No:
Invoice Date : 15/11/2019		Vehicle Number:	No. of Cases:
State : Telangana	State Code36	P.O. Number :	Place of Supply:

DETAILS OF CONSIGNEE: BILLED TO	DETAILS OF RECEIVER: SHIPPED TO
NAME: Summit Sales LLP	NAME:
Address: Mustarad's Sag'	Address: Po:- 82582
GSTIN: 36ACOFS2004C1Z7	GSTIN:
State: Telgana State Code: 36	State: State Code:

S. No.	HSN/SAC Code	Description of Goods	Qty.	UoM	Rate	Disc %	GST %	Taxable Amount (Rs.)
1	7318	30x8 wooden screws	30	Nos	48/-		18%	1440.00
2								
3	7318	30x8 wooden screws	30	Nos	50/-		18%	1500.00
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								

INWARD
Inward No: 17249 Dt: 18/11/19
MRN No: 99469 Dt: 23/11/19
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 82178
Date: 23/11/19
Sign:

C 3469/-

HSN Code	Taxable Amount	GST%	CGST	SGST	IGST	Transport / If any	
						Total Amount before Tax	2840.00
						Add. CGST 9%	264.50
						Add: SGST 9%	264.50
						Add: IGST	
Amount in words: Three thousand four hundred & sixty nine only						GRAND TOTAL	3469.00

We Bank with:
HDFC BANK,
Paradise Branch, Secunderabad
Current Account: 00422000029168
RTGS/IFSC Code : HDFC0000042

* Goods once sold will not be taken back
Subject to Secunderabad Jurisdiction E&O.E.

Receiver's Signature with Stamp

For **Sathyavarapu Hardwares**

Authorised Signatory

Purchase Order

 13-11-2021 10:46:20 AM

82582
09.11.21 4:15:58

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

Supplier Details

Sathyavarapu Hardwares,
#2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.

GSTIN 36BCBPS4784B1ZJ
65910337. 9885316000.

Doc No	82582	169177
Doc Date	12-11-2021	
Quote No	NIL	
Quote Date	10-11-2021	
SupplyType	Supply	

Kind Attn : Mr. S. Ravi Kumar.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2176 - Carpentry - hardware - Wood Screws - 30x8mm - pkts	30.00	48.00	0.00	18.00	1,699.20
2	2177 - Carpentry - hardware - Wood Screws - 35x8mm - pkts	30.00	50.00	0.00	18.00	1,770.00
					Total Order Value . . .	**3,469.20**

Rupees : Three Thousand Four Hundred Sixty Nine and Paise Twenty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
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	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 maintanance purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

Name : 17/11/2021

Accepted the above Terms And Conditions
For *Sathyavarapu Hardwares,*

Name : ____________________

Date : __/__/____

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	10-11-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169177
Material required before date:		ID No.	71130

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Measurement Tape ~~82576~~	5mtrs	10	Nos		
2	Bombay Nails ~~82580~~	2"	25	Kgs		
3	Bombay Nails	2 1/2"	25	Kgs		
4	Wood Screws 82582	30x8mm	30	Pkts		
5	Wood Screws	35x8mm	30	Pkts		

Remarks:For Stock Replenishing Purpose

Prepared By	Bhavani		
Sign.& Date	10-11-2021	Sign. & Date	APPROVED BY 10 NOV 2021 SOHAM MODI MANAGING DIRECTOR

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