PURCHASE DIVISION
Advice for approval for credit to supplier

(X)

Date:	6/12/21	Prepared by:	Snehia
PO/WO no.	83361	PO / WO Date.	6/12/21
Supplier Name	Sri laxmi ganesh steel & Hardware	PO/WO amount	5,964.90/-
Firm/Company	Summit Sales Up	Project	SHUp
SL No.	Bill No.	Bill Date	Bill amount
1	276	29/11/21	5,965/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			5965/-

SL No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	–	☑ 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:	5965/-
Amount E – PO / WO value:	5,964.90/-
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	13/12/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Snehia		APPROVED 07 DEC 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	6/12/21						

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 - 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

P.O.No: 83261

M/s. Summit Sales LLP
M.G. Road
Party's GSTIN 36ACQFS2044C1ZT

Invoice No.: 276
Date : 29/11/21
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	M.S. Sq Hinges 15 No	18 Nos	210/-	3780=	00
	Lorry Hinges	18 Nos	55/=	990=	00
	Gate Hole Patti	3 kgs	95/-	285=	00
			Total	5055=	00
			SGST @ 9 %	454	95
			CGST @ 9 %	454	95
			IGST @ 18 %		
			Roundup		10
			Grand Total	5,965=	00

INWARD
Inward No: 7334 Dt: 6/12/21
GRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

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

Rupees In words :

SUMMIT SALES LLP INWARD No. 5790 Date 6/12 Sign ★ R.R. DIST. ★

For Sri Laxmi Ganesh Steels & Hardware

Signature

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

Purchase Order

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83361
02.12.21 2:45:21

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	83361	169239
Doc Date	06-12-2021	
Quote No	Nil	
Quote Date	06-12-2021	
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 *15NO*	18.00	210.00	0.00	18.00	4,460.40
2	2127 - Carpentry - hardware - MS Hinges - other - nos *Lorry Hinges - STD*	18.00	55.00	0.00	18.00	1,168.20
3	8015 - Steel - other - MS Gate Lock Patti - 1 1/2 In - nos *In kgs*	3.00	95.00	0.00	18.00	336.30
					Total Order Value . . .	**5,964.90**

Rupees : Five Thousand Nine Hundred Sixty Four and Paise Ninty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
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 bome 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 SOV site fabrication work purpose.
Completion Date	NIL
Measurment	NIL
Security	NIL
Remarks	'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

For *Summit Sales LLP*
Authorised Signatory

Name : 06/12/2021

Name : ____________

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

Date : __/__/____

Requisition Form 1517

Company Name:	SUMMIT SALES LLP	Date:	06/12/2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	14:00
Supplier		Req. No.	169239
Material required before date:		ID No.	71810

No	Description	Size	Quantity	Units	Inward No	Date
1	MS SQUARE HINGES	15NO	18	NOS		
2	MS LORRY HINGES	STD	18	NOS		
3	MS GATE HOLE PATTI	STD	03	KGS		
4						
5						
6						
7	83361					
8						

Remarks: ABOVE ORDER FOR SOV SITE FABRICATION PURPOSE.

Prepared By	T.D. MURTHY	Sign. & Date	APPROVED 06 DEC 2021 MINISH PARIKH MANAGER PROCUREMENT
Date:	06/12/2021		

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