(E) 10/12

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8/12/21	Prepared by:	Harsha
PO/WO no.	81139	PO / WO Date.	28/9/21
Supplier Name	Akshaya Traders	PO/WO amount	15,104/-
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1601	29/11/21	16,166/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			16,166/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	99931	☐ 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:	16,166/-
Amount E – PO / WO value:	15,104/-
Amount F – Difference (A – E): GST-18%	1,062/-

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	16/1/22

Remarks: Rate difference

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 09 DEC 2021				
Date			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. 10,000/-, Purchase Manager or Procurement Manager to approve 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. ...000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE

Cell : 9958611144
9381004542

AKSHAYA TRADERS

Suppliers : BOMBAY BROOMS, SPONGES, GOA ROPES, BLUE SHEETS, DIAMOND MESH, FOAM SHEETS Etc.
H.No. 6-4-392/1, New Bholakpur, Secunderabad - 500 003. T.S.

GSTIN : 36BFYPA0121AZ3

Invoice No. 1601

Date 29/11/2021

Name Summit Sales LLP GSTIN 36ACOFS2044C1Z7

Address .... P.O. No 81139

State .... State Code ....

Sl. No.	PARTICULARS	HSN CODE	Qty.	Rate	Amount	5%	12%	18%	Amount
1	Hole Past	1742	100	65	6500			1170	7676-
2	PVC Granula (Bag)	5509	60	120	7200			1296	8496-
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

INWARD
Inward No: 17290 Dt: 30/11/21
MRN No: 99931 Dt: 1/12/21
Received By: Sign:
SUMMIT SALES LLP

Total Amount		13700-
Add CGST 9%	1233	
Add SGST 9%	1233	
Total GST	2466	
Total Amount		16166-

Mode of Payment :
Cash / Cheque / Cheque No.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 67946
Date: 2/12
Sign:

Rupees inwords ....

For **AKSHAYA TRADERS**

Receiver's Signature

Proprietor

Purchase Order

 03-12-2021 4:01:12 PM Orig

81139
27.09.21 3:10:20

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

Supplier Details			
Akshaya Traders 6-4-392/1, New Bholakpur, Secunderbad	**Doc No**	81139	169044
	Doc Date	28-09-2021	
	Quote No	NIL	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	25-09-2021	
9381004542 9959611144	**SupplyType**	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	2105 - Carpentry - hardware - Holdfast - other - kgs 4"	100.00	56.00	0.00	18.00	6,608.00
2	2148 - Carpentry - hardware - Plastic gampa - other - nos	60.00	120.00	0.00	18.00	8,496.00
					Total Order Value . . .	**15,104.00**

Rupees : Fifteen Thousand One Hundred Four Only.

<u>Terms and Conditions :-</u>

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. Above order for Stock replanishing purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For *Akshaya Traders*

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	25-09-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169044
Material required before date:		ID No.	69774

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Hold Fast	4"	100	Kgs		
2	Measurement Tapes	5mtrs	20	Nos		
3	Plastic Gampa	17"	60	Nos		
4	Wood Screws	30x8mm	30	Pkts		
5	Wood Screws	35x8mm	30	Pkts		
6	SS Screws	25x6mm	20	Pkts		

Remarks:For Stock Replenishing Purpose

Prepared By	Bhavani		
Sign.& Date	25-09-2021	Sign. & Date	

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

APPROVED
25 SEP 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE