PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/12/21	Prepared by:	Heda
PO/WO no.	83568	PO / WO Date.	13/12/21
Supplier Name	Jin Krupa Agency	PO/WO amount	21,240/-
Firm/Company	SSLLP	Project	SLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	39	14/12/21	21,240/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			21,240/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	100840	☐ 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:	21,240/-
Amount E – PO / WO value:	21,240/-
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	24/12/21
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

APPROVED
20 DEC 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. 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

JIN KRUPA AGENCY Plot No 56,Ground Floor.Sarva Sukhi Colony, West Marredpally,Secundrabad,Hyderabad GSTIN/UIN: 36AEMPM4587N1ZL State Name : Telangana, Code : 36	Invoice No. **39**	Dated **14-Dec-21**
	Delivery Note	Mode/Terms of Payment
	Dispatch Doc No. **83568**	Delivery Note Date
Consignee (Ship to) **Summit Sales Llp** GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Dispatched through	Destination
Buyer (Bill to) **Summit Sales Llp** GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	MRP/ Marginal	Quantity	Rate	per	Amount
1	**Pvc Green Breaded**	39173290	18 %		**20 NOS**	900.00	NOS	**18,000.00**
	CGST							**1,620.00**
	SGST							**1,620.00**
	Total				**20 NOS**			**₹ 21,240.00**

Amount Chargeable (in words) *E. & O.E*

INR Twenty One Thousand Two Hundred Forty Only

	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
	18,000.00	9%	1,620.00	9%	1,620.00	3,240.00
Total:	**18,000.00**		**1,620.00**		**1,620.00**	**3,240.00**

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

INWARD
Inward No: 17398 Dt: 18/12/21
MRN No: 100840 Dt: 18/12/21
Received By: Sign: 8
SUMMIT SALES LLP

SUMMIT SALES LLP INWARD No: 88628 Date: 19/12 Sign: R.R. DIST.

Company's Bank Details
Bank Name : **Central Bank of India**
A/c No. : **3461168140**
Branch & IFS Code : **Hill Street, Ranigunj & CBIN0281365**

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

for JIN KRUPA AGENCY

JIN KRUPA AGENCY
Plot No.56, H.No: 4-03-059,
Ground Floor, Sarva Sukhi Colony,
Marredpally, Secunderabad - 500026

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

83568
09.12.21 3:17:43

 13-12-2021 13:27:34

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

Supplier Details			
Jinkrupa Agency 4-3-75/3, Hill Street, Sec-Bad -500 003	**Doc No**	83568	169252
	Doc Date	13-12-2021	
	Quote No	Nil	
GSTIN 36AEMPM4587N1ZL	**Quote Date**	13-12-2021	
2771-0119 98496-06725	**SupplyType**	Supply	

Kind Attn : Mr. Hemal H. Mehta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7353 - Plumbing - other - Green Hose pipe - Other - Mtrs	600.00	30.00	0.00	18.00	21,240.00
					Total Order Value . . .	**21,240.00**

Rupees : Twenty One Thousand Two Hundred Fourty 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. Above order for Stock 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 : ____________________

Accepted the above Terms And Conditions

For *Jinkrupa Agency*

Name : ____________________

Date : __/__/____

1549

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	10-12-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169252
Material required before date:		ID No.	72014

S.No	Description	Size	Quantity	Units	Inward No	Dat
1	Araldite 83567		40	Nos		
2	Janatha Paste		60	Nos		
3	Green Hose Pipe 83568	3/4"	20	Bundles		

Remarks: For Stock replenishing Purpose

Prepared By	Bhavani		APPROVED BY
Sign.& Date	10-12-2021	Sign. & Date	11 DEC 2021 SOHAM MODI MANAGING DIRECTOR

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