

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/12/21	Prepared by:	H. S. D.
PO/WO no.	83478	PO / WO Date.	10/12/21
Supplier Name	Ak Sanyal Traders	PO/WO amount	\$ 3,540/-
Firm/Company	SSLP	Project	SHUP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1645	17/12/21	3,540/-
2			
3			
4			

Amount A - Bills total(Excluding Transport & Hamali Charges): 3,540/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			100827	☐ 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:

Amount E - PO / WO value:

Amount F - Difference (A - E): GST-18%

Quantity received as per PO /WO

Is difference between PO / Bill acceptable?

Excess / short material received

Close PO / W/O

Advance paid / PDC given (deduct when paying)

Payment - due date

Remarks:

24/12/21

20 DEC 2021

MINISH PARIKH
MANAGER PROCUREMENT

Accounts - receiver of bill

Accountant

Accounts Manager

Sign:

Date

Notes: 1. In case amount to be credited to supplier and the bill 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. 1,00,000/-. 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.



Invoice No.

1645

GSTIN : 36BFYPA0121AZ3

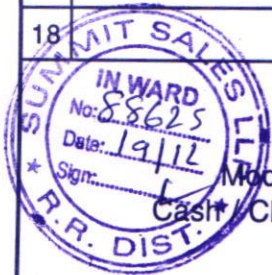
Date 17/12/2021

Name Sumit Sales LLP GSTIN 36ACAP52044C127

Address P.O. No. 83478

State State Code

Sl. No.	PARTICULARS	HSN CODE	Qty.	Rate	Amount	5%	12%	18%	Amount
1	MS nails 1/2"	1742	50 ✓	60	3000			540	3540/-
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									



INWARD	
Inward No: 17391	Dt: 18/12/21
MRN No: 100827	Dt: 18/12/21
Received By:	Sign: 9
SUMMIT SALES LLP	

Total Amount	3000
Add CGST 9%	270
Add SGST 9%	270
Total GST	540
Total Amount	3540/-

Rupees in words.....

For AKSHAYA TRADERS

Receiver's Signature

Aswath
Proprietor

Purchase Order

Page(s) 1 Of 1

10-12-2021 12:13:34 PM

Orig



83478

09.12.21 3:16:08

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

GSTIN 36BFYPA0121A1Z3
9381004542 9959611144

Doc No	83478	169230
Doc Date	10-12-2021	
Quote No	Nil	
Quote Date	03-12-2021	
SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2138 - Carpentry - hardware - MS Nails - 2 In - kgs	50.00	60.00	0.00	18.00	3,540.00
Total Order Value . . .					3,540.00

Rupees : Three Thousand Five 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

Penalty 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 maintaince 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 invoice 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 **Akshaya Traders**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		03-12-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		15:00PM	
Supplier				Req. No.		169230	
Material required before date:				ID No.		71871	
S.No	Description	Size	Quantity	Units	Inward No	Date	
✓ 1	Measurement Tape 83443	5mtrs	20	Nos			
✓ 2	Measurement Tape PVC	30mtrs	5	Nos			
3	MS Nails 83478	2"	50	Kgs			
Remarks: For Replenishing Stock Purpose							
Prepared By		Bhavani					
Sign. & Date		03-12-2021		Sign. & Date			

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

