

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

Date:	23/12/21	Prepared by:	H. de
PO/WO no.	75783	PO / WO Date.	22/3/21
Supplier Name	Prana agri	PO/WO amount	1,53,896/-
Firm/Company	SSHP	Project	shur Aadi
Sl. No.	Bill No.	Bill Date	Bill amount
1	531	5/4/21	1,13,997/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges):

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	-	-	92825	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No
3.				<input type="checkbox"/> Yes <input type="checkbox"/> 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  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. 1,53,896/-  No

Payment – due date

Remarks: Delivered 500 Bill Recd on 400 100 Bq. to Receive Bill + to adjust Bill <sup>balance</sup>

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

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

<b>PRANAV AGENCIES</b> # 15, 2-1-150, 1st Floor, H.M.Ishaque Estate, M.G.Road SECUNDERABAD - 500 003. GSTIN/UIN: 36AGKPK7722P1ZQ State Name : Telangana, Code : 36 E-Mail : kalpesh218@gmail.com	Invoice No. <b>551</b>	e-Way Bill No.	Dated <b>5-Apr-2021</b>
	Delivery Note	Mode/Terms of Payment	
	Supplier's Ref.	Other Reference(s)	
Buyer <b>Summit Sales LLP</b> 5-4-187/3&4, 2nd Floor, M.G.Road, Secunderabad 3 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. <b>75783</b>	Dated <b>22-Mar-2021</b>	
	Despatch Document No.	Delivery Note Date	
	Despatched through	Destination <b>Turkapally</b>	
	Terms of Delivery		

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	CEMENT		400 BAGS	222.65	BAGS	89,060.00
	CGST					12,468.40
	SGST					12,468.40
	ROUND OFF					0.20
	Total		400 BAGS			₹ 1,13,997.00

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

**INR One Lakh Thirteen Thousand Nine Hundred Ninety Seven Only**

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
	89,060.00	14%	12,468.40	14%	12,468.40	24,936.80
<b>Total</b>	<b>89,060.00</b>		<b>12,468.40</b>		<b>12,468.40</b>	<b>24,936.80</b>

Tax Amount (in words) : **INR Twenty Four Thousand Nine Hundred Thirty Six and Eighty paise Only**

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

**for PRANAV AGENCIES**  
  
 Authorised Signatory

This is a Computer Generated Invoice

MRN  
92825  
16466  
12/6/21

<b>INWARD</b>	
Inward No: 16466	Dt: 12/6/21
MRN No: 92825	Dt:
Received By:	Sign:
<b>SUMMIT SALES LLP</b>	

# Purchase Order

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

**Supplier Details**

PRANAV AGENCIES

311 , 3rd Floor Ispat Bhavan, Distillery Road, Ranigunj, Secunderabad - 500003

**GSTIN** 36agkpk7722p1zq

9989210123

<b>Doc No</b>	75783	168512
<b>Doc Date</b>	22-03-2021	
<b>Quote No</b>	NIL	
<b>Quote Date</b>	22-03-2021	
<b>SupplyType</b>	Supply	

**Kind Attn : Mr. Kalpesh**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3002 - Cement - PPC - 50kgs - bags	540.00	222.65	0.00	28.00	153,895.68
<b>Total Order Value . . .</b>					<b>153,895.68</b>
Rupees : One Lakh(s) Fifty Three Thousand Eight Hundred Ninty Five and Paise Sixty Eight Only.					

**Terms and Conditions :-**

<b>Specification / Brand</b>	Item shall be Of Penna CEMENT
<b>Payment Terms</b>	100% as advance
<b>Tax</b>	Included in the above price
<b>Delivery Date</b>	Immediate
<b>Delivery Location</b>	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
<b>Penalty For Delay</b>	NIL
<b>Transportation Cost</b>	Included in the above price and Hamali charges
<b>Warranty</b>	NIL
<b>Advance Paid</b>	Rs 1,53,896/-
<b>Other Terms</b>	We reserve the right to reject the item not conforming to the Quality and specs. Hamali charges extra Rs. 5/- per bag site use purpose
<b>Completion Date</b>	NIL
<b>Measurment</b>	NIL
<b>Security</b>	Nil
<b>Remarks</b>	Delivery at Turkapally Contact Person Mr Madhu-9502211499.

For **Summit Sales LLP**

Authorised Signatory

Name : \_\_\_\_\_

Accepted the above Terms And Conditions

For **PRANAV AGENCIES**

Date : \_\_\_/\_\_\_/\_\_\_

Name : \_\_\_\_\_

Site MRN-NO

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91067

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9/4/14

