PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/12/21	Prepared by:	Harsha
PO/WO no.	71986	PO / WO Date.	9/11/2020
Supplier Name	Pranav agencies	PO/WO amount	1,68,996/-
Firm/Company	SSLLP	Project	Sh up SW up

Sl. No.	Bill No.	Bill Date	Bill amount
1	519	16/11/20	1,68,996/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges): 1,68,996/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	101043	☐ 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:	1,68,996/-
Amount E – PO / WO value:	1,68,996/-
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	1,68,999/- Edit Period locked
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date			24/12/2021				

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

PRANAV AGENCIES # 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. **519**	e-Way Bill No.	Dated **16-Nov-2020**
	Delivery Note		Mode/Terms of Payment
	Supplier's Ref.		Other Reference(s)
Buyer **Summit Sales LLP** 5-4-187/3&4, 2nd Floor, M.G.Road, Secunderabad 3 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **71986**		Dated **9-Nov-2020**
	Despatch Document No.		Delivery Note Date
	Despatched through		Destination **Sovllp**
	Terms of Delivery		

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**CEMENT**		**520 BAGS**	253.90	BAGS	**1,32,028.00**
	CGST					**18,483.92**
	SGST					**18,483.92**
	ROUND OFF					**0.16**
	Total		**520 BAGS**			**₹ 1,68,996.00**

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

INR One Lakh Sixty Eight Thousand Nine Hundred Ninety Six Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
	1,32,028.00	14%	18,483.92	14%	18,483.92	36,967.84
Total	**1,32,028.00**		**18,483.92**		**18,483.92**	**36,967.84**

Tax Amount (in words) : **INR Thirty Six Thousand Nine Hundred Sixty Seven and Eighty Four 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

INWARD
Inward No: 17419 Dt: 22/12/21
MRN No: 10/043 Dt: 23/12/21
Received By: Sign:
SUMMIT SALES LLP

Purchase Order

 23-12-2021 15:57:41 Original / Office Copy / Purchase Div.Copy

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	**Doc No**	71986	168115
	Doc Date	09-11-2020	
	Quote No	NIL	
	Quote Date	09-11-2020	
	SupplyType	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	520.00	253.90	0.00	28.00	168,995.84
					Total Order Value . . .	**168,995.84**
Rupees : One Lakh(s) Sixty Eight Thousand Nine Hundred Ninty Five and Paise Eighty Four Only.						

Terms and Conditions :-

Specification / Brand	Item shall be Of Penna CEMENT
Payment Terms	100% as advance
Tax	Included in the above price
Delivery Date	Immediate
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	NIL
Transportation Cost	Included in the above price and Hamali charges
Warranty	NIL
Advance Paid	RS.168,999/-
Other Terms	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
Completion Date	NIL
Measurment	NIL
Security	NIL
Remarks	Delivery at SOVLLP-Mr Purshottam-9502177288

SSLLP - dc 1528 - 24/6/21
Bill - 17863 - 11

For ***Summit Sales LLP***
Authorised Signatory

Name : _____

Accepted the above Terms And Conditions
For ***PRANAV AGENCIES***

Name : _____

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	9.11.2020
Site & Phase :	SHLLP	Time:	12.00
Supplier		Req. No.	168115
Material required before date:		ID No.	61366

No	Description	Size	Quantity	Units	Inward No	Date
1	PPC CEMENT		520	BAGS		
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						

Remarks: DELIVERY AT SOV LLP

Prepared By	SOWMYA	Approved by	
Sign.& Date	9.11.2020	Sign. & Date	

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