V

(E) 13/12

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	13/12/21	Prepared by:	Haraha
PO/WO no.	83400	PO / WO Date.	8/12/21
Supplier Name	Saya Sundar Gunny Mandal	PO/WO amount	16,800/=
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	403	9/12/21	16,800/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			16,800/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	100469	☐ 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:				16,800/-
Amount E – PO / WO value:				16,800/-
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 16,800/=
Payment – due date	18/12/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 16 DEC 2021 MINISH PARIKH MANAGER PROCUREMENT				
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/-

GST No : 36BERPS5253MIZM

TAX INVOICE
BILL OF SUPPLY
CASH / CREDIT BILL

Cell : 9347580520

SAYA SURENDER GUNNY MERCHANT

Dealers in : **Old, New, pp Woven Bags & Plastic Gunny Bags**

5-2-802, Risala Abdulla, Osmangunj , HYDERABAD- 500 012. (T.S.)

Buyer
M/s Summit Sales LLP
Secenderabad

State Telengana. State Code 36

GST/UID No: 36ACQFS2044C1Z7

No. 403

Date : 09/12/2021

Delivery Address

State State Code

GST/UID No.:

PO No. & Order Through 83400 / 169242

Vehicle No/ Transport TS 10UA 9758

S.No	PARTICULARS	HSN CODE	QUANITY	RATE	AMOUNT Rs.	Ps.
1	old Empty Gunny Bags.	6305	1000	16/-	16000	00
				Hamali		
				CGST @	400	00
				SGST @	400	00
				IGST @		
				TOTAL AMOUNT	16800	00

SUMMIT SALES LLP ★ R.R. DIST ★
INWARD No. 88128
Date. 10/12
Sign.

INWARD
Inward No: 17362 Dt: 10/12/21
MRN No: 100469 Dt: 10/12/21
Received By: Sign:
SUMMIT SALES LLP

Amount in Words :

TERMS & CONDITIONS :
Goods once sold will not be taken back
Interest will be charged @ 24% per annum if payment is not made on or before 15 days
Our responsibility ceases on the delivery of the goods to the carries.
Subject to Hyderabad Jurisdiction only.

For. SAYA SURENDER GUNNY MERCHANT

Customer's Signature

GST No : 36BERPS5253MIZM

TAX INVOICE
BILL OF SUPPLY
CASH / CREDIT BILL

Cell : 9347580520

SAYA SURENDER GUNNY MERCHANT

Dealers in : Old, New, pp Woven Bags & Plastic Gunny Bags

5-2-802, Risala Abdulla, Osmangunj , HYDERABAD- 500 012. (T.S.)

Buyer
M/s Summit Sales LLP
Secunderabad

State Telangana. State Code 36

GST/UID No: 36ACQFS2044C1Z7

No. 403

Date : 09/12/2021

PO No. & Order Through 03400 / 169242

Vehicle No/ Transport TS 10 UA 9758

Delivery Address

State State Code

GST/UID No.:

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1	Old Empty Gunny Bags	6305	1000	16/-	16000-	00
				Hamali		
				CGST @	400-	00
				SGST @	400-	00
				IGST @		
				TOTAL AMOUNT	16800-	00

INWARD

Inward No: 17362	Dt: 10/12/21
MRN No: 100469	Dt: 10/12/21
Received By:	Sign:

SUMMIT SALES LLP

Amount in Words :

For. SAYA SURENDER GUNNY MERCHANT

TERMS & CONDITIONS :
Goods once sold will not be taken back
Interest will be charged @ 24% per annum if payment is not made on or before 15 days
Our responsibility ceases on the delivery of the goods to the carries.
Subject to Hyderabad Jurisdiction only.

Customer's Signature

Purchase Order

 08-12-2021 10:48:41 Origin: 83400

02.12.21 2:45:22

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

Supplier Details			
Saya Surendar Gunny Merchant	**Doc No**	83400	169242
#5-2-802, Beside Kishan Gunj Nala, Osmangunjh, Hyderabad-500 012.	**Doc Date**	08-12-2021	
	Quote No	Nil	
GSTIN 36BERPS5253MIZM	**Quote Date**	08-12-2021	
24605466 9347005466	**SupplyType**	Supply	

Kind Attn : Mr.S.Sunrendar

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	4034 - Consumables - Gunny Bag - other - nos	1,000.00	16.00	0.00	5.00	16,800.00
					Total Order Value . . .	**16,800.00**

Rupees : Sixteen Thousand Eight Hundred Only.

Terms and Conditions :-

Specification /	Each bag spprox.1.5mtrs length,2ft width,100kgs capacity,1 bag approx.wt.1 Kg.
Payment Terms	100% as advance
Tax	VAT 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	Included by us.
Warranty	Nil
Advance Paid	Rs 16800/- ....vide cheq.no... dtd........
Other Terms	We reserve the right items not confirming to qlty & specs.Above order for Stock maintain 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 deli vary /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name :

Contact - -

Accepted the above Terms And Conditions

For ***Saya Surendar Gunny Merchant***

Name : ____________

Date : __/__/____

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Requisition Form

Company Name:	SUMMIT SALES LLP			Date:		06-12-2021	
Site & Phase :	SUMMIT HOUSING LLP			Time:		15:00PM	
Supplier				Req. No.		169242	
Material required before date:				ID No.		71811	
S.No	Description	Size	Quantity	Units		Inward No	Date
1	Gunny Bags 83400		1000	Bags			
Remarks:For Stock Replenishing Purpose							
Prepared By	Bhavani						
Sign.& Date	06-12-2021			Sign. & Date			

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

APPROVED
06 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

For MDs APPROVAL
- [ ] High Value/quantity beyond limits.
- [ ] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarification.
- [x] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
06 DEC 2021
SOHAM MODI
MANAGING DIRECTOR