

PURCHASE DIVISION
Advice for approval for credit to supplier

② ③ ④ 13/12

Date: 9/12/2021		Prepared by: Sajkhan	
PO/WO no. 883213		PO / WO Date. 3/12/2021	
Supplier Name Santhosh Karapachin		PO/WO amount 21,410	
Firm/Company SSLLP		Project SHLLP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	108	6/12/2021	21,410
2	/	/	/
3	/	/	/
4	/	/	/
Amount A - Bills total(Excluding Transport & Hamali Charges): 21,410			
Sl. No.	DC No	DC. Date	MRN No.
1.			100368
2.			
3.			
☒ Yes ☐ No ☐ Yes ☐ No ☐ 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: 21,410			
Amount F - Difference (A - E): GST-18% 21,410			
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			
Remarks: final bill 13/12/21			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:			
Date	9/12/2021	9/12/21	

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

SANTHOSH TARPAULIN

2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District - 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC

Email id: santhoshtarp@gmail.com

Cell: 9642662732

Bank Account : AXIS BANK

Acc.No.919020039284737

IFSC CODE :UTIB0001378

To SUMMIT SALES LLP
5-4-187/3&3 IInd floor MG ROAD
SECUNDERABAD 500003

GSTIN No. 36ACQFS2044C1Z7

Invoice No: **108**

Invoice Date: 06/12/2021

P.O.No.83213/169216

P.O.Date: 03.12.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN SIZE 18 X12 ft 20 NOS ✓	3926	4320 SFT	@ 1.40	6,048.00
2	HDPE TARPAULIN SIZE 18 X 24 20 NOS ✓	3926	8640 SFT	@1.40	12,096.00
Rupees in words TWENTY ONE THOUSAND FOUR HUNDRED NINE AND NINTY TWO PAISE ONLY					
					Total :: 18,144.00
					CGST @ 9 % 1,632.96
					SGST @ 9 % 1,632.96
					IGST 18% ::
					Grand Total :: 21,409.92
Receiver Signature & Seal					For SANTHOSH TARPAULIN
					
					Authorized Signatory

INWARD	
Inward No: 17344	Dt: 7/12/21
IRN No: 100368	Dt: 8/12/21
Received By:	Sign: Sy
SUMMIT SALES LLP	



TAX-INVOICE**SANTHOSH TARPAULIN**

2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District - 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC

Email id: santhoshtarp@gmail.com

Cell: 9642662732

Bank Account : AXIS BANK

Acc.No.919020039284737

IFSC CODE :UTIB0001378

To SUMMIT SALES LLP
5-4-187/3&3 IInd floor MG ROAD
SECUNDERABAD 500003
GSTIN No. 36ACQFS2044C1Z7

Invoice No: **108**

Invoice Date: 06/12/2021

P.O.No.83213/169216

P.O.Date: 03.12.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN SIZE 18 X12 ft 20 NOS	3926	4320 SFT	@ 1.40	6,048.00
2	HDPE TARPAULIN SIZE 18 X 24 20 NOS	3926	8640 SFT	@1.40	12,096.00
Rupees in words TWENTY ONE THOUSAND FOUR HUNDRED NINE AND NINTY TWO PAISE ONLY				Total ::	18,144.00
				CGST @ 9 %	1,632.96
				SGST @ 9 %	1,632.96
				IGST 18% ::	
				Grand Total ::	21,409.92
Receiver Signature & Seal				For SANTHOSH TARPAULIN  Authorized Signatory	

INWARD	
Inward No: 17344	Dt: 7/12/21
MRN No: 100368	Dt: 8/12/21
Received By:	Sign: 
SUMMIT SALES LLP	

Purchase Order

Page(s) 1 Of 1

03-12-2021 13:00:08



83213

02.12.21 2:43:07

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

Supplier Details

Santosh Tarpaulin
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist
-500010

GSTIN 36ATWPA1307P1ZC

9642662732

Doc No	83213	169216
Doc Date	03-12-2021	
Quote No	Nil	
Quote Date	03-12-2021	
SupplyType	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6010 - Miscellaneous - Plastic Blue Sheet - 18 ft x 12 ft - sft 20 nos	4,320.00	1.40	0.00	18.00	7,136.64
2 6011 - Miscellaneous - Blue Sheet - 24 Ft x18 Ft - sft 20 nos	8,640.00	1.40	0.00	18.00	14,273.28
Total Order Value . . .					21,409.92

Rupees : Twenty One Thousand Four Hundred Nine and Paise Ninty Two Only.

Terms and Conditions :-**Specification /** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**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 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

Accepted the above Terms And Conditions

For **Santosh Tarpaulin**

Name : _____

Name : _____

Date : ____/____/____

1498

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		29-11-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		15:00PM	
Supplier				Req. No.		169216	
Material required before date:					ID No.		71703
S.No	Description	Size	Quantity	Units	Inward No	Date	
1	Plastic Blue Sheet	12x18	4320	sft			
2	Blue Sheet 83213	24x18	8640	sft			
Remarks: For Replenishing Stock Purpose							
Prepared By		Bhavani					
Sign. & Date		29-11-2021		Sign. & Date			

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

