(E) 13/12

PURCHASE DIVISION
Advice for approval for credit to supplier (E)

Date:	9/12/2021	Prepared by:	Sai kiran
PO/WO no.	83137	PO / WO Date.	1/12/2021
Supplier Name	Akshaya traders	PO/WO amount	39,796
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1618	6/12/2021	40,356
2	/	/	/
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			40,356

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			100359	☑ 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:				40,356
Amount E – PO / WO value:				39,796
Amount F – Difference (A – E): GST-18%				560

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	13/12/2021
Remarks: final bill	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Saikiran		APPROVED 11 DEC 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	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

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.

GSTIN : 36BFYPA0121AZ3

Invoice No. 1618

Date 6/12/2021

Name: Summit Sales LLP GSTIN: 36ACQFS2044C1Z7

Address: Secunderabad P.O. No. 83137

State........ State Code........

Sl. No.	PARTICULARS	HSN CODE	Qty.	Rate	Amount	5%	12%	18%	Amount
1	Hold Fast	1717	250	65	16250			1125	17375.
2	Bombay Nails "2"	1718	25	75	1875			337.5	2212.5
3	Bombay Nails "3"	1718	25	75	1875			337.5	2212.5
4	Bombay nails 2½	1718	50	75	3750			675	4425.
5	M.S Nails	1718	50	65	3250			585	3835.
6	P.V.C Champa Big	5509	60	120	7200			1296	8496.
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 8804
Date: 8/12
Sign:

INWARD
Inward No: 17340 Dt: 7/12/21
MRN No: 100359 Dt: 7/12/21
Received By: Sign:
SUMMIT SALES LLP

Mode of Payment :
Cash / Cheque / Cheque No.

Total Amount		34200-
Add CGST 9%	3078	
Add SGST 9%	3078	
Total GST	6156	
Total Amount		40356.

Rupees inwords........

For AKSHAYA TRADERS

Receiver's Signature

Proprietor

Purchase Order

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83137
25.11.21 3:45:34

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	**Doc No**	83137	169206
6-4-392/1, New Bholakpur, Secunderbad	**Doc Date**	01-12-2021	
	Quote No	NIL	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	26-11-2021	
9381004542 9959611144	**SupplyType**	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2105 - Carpentry - hardware - Holdfast - other - kgs *4"*	250.00	65.00	0.00	18.00	19,175.00
2	2054 - Carpentry - hardware - Bombay Nails - 2 In - kgs	25.00	75.00	0.00	18.00	2,212.50
3	2055 - Carpentry - hardware - Bombay Nails - 21/2 In - kgs	50.00	75.00	0.00	18.00	4,425.00
4	2056 - Carpentry - hardware - Bombay Nails - 3 In - kgs	25.00	74.00	0.00	18.00	2,183.00
5	2137 - Carpentry - hardware - MS Nails - 2 1/2 In - kgs	50.00	56.00	0.00	18.00	3,304.00
6	2148 - Carpentry - hardware - Plastic gampa - other - nos	60.00	120.00	0.00	18.00	8,496.00
					Total Order Value . . .	**39,795.50**

Rupees : Thirty Nine Thousand Seven Hundred Ninty Five and Paise Fifty 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
Penality 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 replanishing purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ______

Accepted the above Terms And Conditions

For ***Akshaya Traders***

Name : ______

Date : _/_/__

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	26-11-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169206
Material required before date:		ID No.	71589

S.No	Description	Size	Quantity	Units	Inward No	Date
1	Hold Fast	4"	250	Kgs		
2	Bombay Nails	2"	25	Kgs		
3	Bombay Nails	2 1/2"	50	Kgs		
4	Bombay Nails 83137.	3"	25	Kgs		
5	MS Nails	2 1/2"	50	Kgs		
6	Plastic Gampas	17"	60	No.s		

Remarks:For Stock Replenishing Purpose			
Prepared By	Shravya		
Sign.& Date	26-11-2021	Sign. & Date	APPROVED BY 26 NOV 2021 SOHAM MODI MANAGING DIRECTOR

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