

# PURCHASE DIVISION Advice for approval for credit to supplier

Date:		22/18	) 21		8	Prepared by:			Janaki			
PO/WO no	).	832	-1			PO/WO	Date.		03/12/21			
Supplier N	ame	THE RESERVE AND ADDRESS OF THE PARTY OF THE	mmgt s	ales LLF	)	PO/WO	amount		472.			
Firm/Com	oany		IP Com			Project			Head office.			
Sl. No.		Bill No.			4	Bill Date			Bill amount			
1		176	1			8/12/21			47.3			
2				1								
3												
4						1						
Amount A – Bills total(Excluding Transport &				ort & Ha	mali Charg	es):			473			
Sl. No.	DC .N	0		DC. Date	e		MRN	No.	DC matches MRN			
1.									tyYes □ No			
2.									□ Yes □ No	to the control of the		
3.									□ Yes □ No			
Amount B	Other (	Credits : Tra	insportatio	n charges								
Amount C	-Other I	Debits:		,								
Amount D	(D=A+E	3-C) – Amo	unt to be c	redited to	the supplie	er:	-		47.3			
Amount E	PO/W	O value:							47.2			
Amount F	Differe	ence (A - E)	: GST-189	%								
Quantity re	ceived a	s per PO /W	70		☑Yes □ Excess received □ Short received □ Other (explained below)							
Is difference	e betwee	en PO / Bill	acceptable	?	□ Yes □ No (explained below)							
Excess / sho	ort mater	rial received	i		□ Approved – within acceptable limits □ No (explained below)							
Close PO /	W?O	**************************************			✓Yes □ No - wait for balance material □ No (explained below)							
Advance pa	id / PDC	C given (dec	duct when	paying)	□ Yes - I	Rs <u>.</u> /-	No No					
Payment -	due date			:	27	10/21	063					
Remarks:		Enal R	5/			\$						
		may B	<i>y y</i>									
Approve by		Purchase Officer	Purcha Manag		rocuremen Manager	t M	ID	Accounts – receiver of bill	Accountant	Accounts Manager		
Sign:	J	anala	TOP	7								
Date	2	2/12/21	211	12								

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

## GLOBAL SAFETY SOLUTIONS

#5-5-48, Ranigunj, Secunderabad-500003

GSTIN/UIN: 36AAOFG9573A1Z5 State Name: Telangana, Code: 36

E-Mail: gss.infoteam@gmail.com

Buyer (Bill to)

#### **Summit Sales LLP**

M G Road, Secunderabad

GSTIN/UIN State Name : 36ACQFS2044C1Z7 Telangana, Code: 36

Place of Supply: Telangana

Invoice No.	Dated
1761	8-Dec-21
Delivery Note	Mode/Terms of Payment
Buyer's Order No.	Dated
83248-183314	3-Dec-21
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination

Terms of Delivery

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	Safety Shoes 5% 8/1	64034000	5 %	1 prs	450.00	prs		450.00
	CGST@2.5% SGST@2.5% Round Off				2.50 2.50			11.25 11.25 0.50
	Inward Not (3) Due 81144 112N No: Di: Sceived By: Sign: MoDI PROPERTIES							
			=					
	Total			1 prs				₹ 473.00

**INR Four Hundred Seventy Three Only** 

HSN/SAC	Taxable	Central Tax		State Tax		Total	
110.110.110	Value	Rate	Amount	Rate	Amount	Tax Amount	
64034000	450.00	2.50%	11.25	2.50%	11.25	22.50	
Total	450.00	-	11.25		11.25	22.50	

Tax Amount (in words) : INR Twenty Two and Fifty paise Only

Company's PAN

: AAOFG9573A

Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct. Company's Bank Details

**AXIS BANK** Bank Name

919020070179320 A/c No.

Branch & IFS Code: MG Road, Secunderabad & UTIB0000068 for GLOBAL SAFETY SOLUTIONS

Customer's Seal and Signature

orised Signatory

This is a Compuler Generated Invoice

# Purchase Order

Page(s) 1 Of 1

04-12-2021 11:04:20

83248 02.12.21 2.43 00

From Company: Summit Sales LLP

5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.

G S T No.: 36ACQFS2044C1Z7

Supplier Details			
Global Safety Solutions	Doc No	02240	1
5-5-48, Ranigunj, secunderbad	DOC NO	83248	183314
3, 5, 5, 5, 5, 5, 5, 5, 5, 5, 5, 5, 5, 5,	Doc Date	03-12-2021	
CETIN 26AAQEQQETQAAT	Quote No Nil		
<b>GSTIN</b> 36AAOFG9573A1Z5	<b>Quote Date</b>	03-12-2021 Supply	
9502555088/9581228898	SupplyType		

Kind Attn: Mr.Qasim Hussain/AQ Shakir

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6155 - Miscellaneous - Safety Shoe - NA - pair			D13 70	431	Amount
Male-08 No	1.00	450.00	0.00	5.00	472.50
upees : Four Hundred Seventy Two and Paise Fifty Only.		Total Or	der Value	e	472.50

## 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** 

Head Office

belivery Location

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003

Phone. 040-66335551

Penality For Delay Nil

Transportation

Transportation Extra.

Warranty

Nil

Advance Paid

Nil

Other Terms

We reserve the right to reject items not conforming to quality and specifications. Above order for Ashaiah MD Sir PA

Completion Date

Nil

Measurment

Nil Nil

Security 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

Accepted the above Terms And Conditions
For *Global Safety Solutions* 

Name: 306 12 2021

Name : \_\_\_\_

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

G.			Requisitio	n Form		15	0		
Compa	ny Name:	Summit Sales LLP Expenses	Common	Date:			02.12.2021		
Site & Phase : Head Office				Time:			04:46 Pm		
	ACTION OF THE PROPERTY OF THE			Req. N	0.		183314		
Materia	al required before date:			ID No.	N. 100 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1		71741		
No	Desc	cription		Size	Quantity	Units	Inward No	Date	
01	Lamination Sheet	1150.		A3	04	Packets			
02	Lamination Sheet	55.00		A4	02	Packets			
03	Extension box to N				02	No's			
04	Safety Shoes	83248			01	No's			
05		ing binder – A4 size - Files Only one colour – Grey or Blue) o MD			30	No's			
						1	EO		
					X	)/ NOF	ROVE		
Prepared By Iqra Khatoon			Approved by Sign. & Date  Approved by  Approved by						
Date 02.12.2021		02.12.2021	Sign. & Date						
lote: O	n receipt of material at	site write inward nur	nber and c	late in las	st 2 c3olumr	is.	DEC 2021  P. PRABHAKARASE MANAGER PURCHASE		