

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 29/12/21		Prepared by: H. S.	
PO/WO no. 83840		PO / WO Date. 23/11/21	
Supplier Name Sandesh Tampanlin		PO/WO amount 9,912/-	
Firm/Company SS LLP		Project SS LLP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	114	24/11/21	9,912/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			9,912/-
Sl. No.	DC .No	DC. Date	MRN No. DC matches MRN
1.			101136 ☒ 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:			9,912/-
Amount E – PO / WO value:			9,912/-
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		5/1/22	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
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/-

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

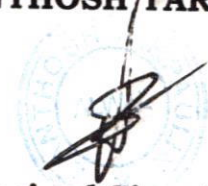
To SUMMIT SALES LLP
5-4-187/3&3 IInd floor MG ROAD
SECUNDERABAD 500003
GSTIN No. 36ACQFS2044C1Z7

Invoice No: **114**

Invoice Date: 24/12/2021

P.O.No.83840/169283

P.O.Date: 23.12.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	COVER BLOCS ALL IN ONE RCC 200 nos X 50 bags	6810	10,000 NOS	@ 0.84	8,400.00
Rupees in words NINE THOUSAND NINE HUNDRED TWELVE ONLY				Total ::	8,400.00
				CGST @ 9 %	756.00
				SGST @ 9 %	756.00
				IGST 18% ::	
				Grand Total ::	9,912.00
Receiver Signature & Seal				For SANTHOSH TARPAULIN  Authorized Signatory	

INWARD	
Card No: 17434	Dt: 24/12/21
IN No: 101136	Dt: 28/12/21
Received By:	Sign: 84
SUMMIT SALES LLP	



Purchase Order

Page(s) 1 Of 1

23-12-2021 10:52:00



5:35:00

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

Supplier Details

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

GSTIN 36ATWPA1307P1ZC

9642662732

Doc No	83840	169283
Doc Date	23-12-2021	
Quote No	Nil	
Quote Date	23-12-2021	
SupplyType	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6094 - Miscellaneous - Spacers - Other - nos	10,000.00	0.84	0.00	18.00	9,912.00
Total Order Value . . .					9,912.00

Rupees : Nine Thousand Nine Hundred Twelve 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 maintenance purpose.**Completion Date** Nil**Measurement** 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

Name : _____

Accepted the above Terms And Conditions

For **Santosh Tarpaulin**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		21-12-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		11:00PM	
Supplier				Req. No.		169283	
Material required before date:				ID No.		72288	
S.No	Description	Size	Quantity	Units	Inward No	Date	
1	Spacers all in one	83840	10000	nos			
2							
Remarks: For Replenishing Stock Purpose							
Prepared By		Vanajakshi					
Sign.& Date		21-12-2021		Sign. & Date			

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

