PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	3/1/22	Prepared by:	Hemdra
PO/WO no.	82424	PO / WO Date.	8/4/21
Supplier Name	Satyavarapu H'ware	PO/WO amount	3,469/-
Firm/Company	SSLLP	Project	SLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1085	28/12/21	3,469/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,469/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	101438	☑ 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:	3,469/-
Amount E – PO / WO value:	3,469/-
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	8/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 07 JAN 2022 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/-

GSTIN:36BCBPS4784B1ZJ PAN: BCBPS4784B

Sathyavarapu Hardwares

Dealers in : Kitchen Accessories & Exclusive Hardware

2-3-576/2/2/A, Minister Road, Nallagutta, Secunderabad.

: 040-66610337 : 98853 16000, : sathyavarapu_ravi@yahoo.com

TAX INVOICE-CASH/CREDIT

- ☐ Original for Receipt
- ☐ Duplicate for Transporter
- ☐ Triplicate for Supplier

Invoice No. : 1085 /19 - 20		Transportation Mode:	LR No:
Invoice Date : 28/11/20		Vehicle Number:	No. of Cases:
State : Telangana	State Code36	P.O. Number :	Place of Supply:

DETAILS OF CONSIGNEE: BILLED TO	DETAILS OF RECEIVER: SHIPPED TO
NAME: Summit Sales llp.	NAME: (82424 / 169152)
Address: 1st floor, M.G.Road, Sec-3	Address: 82424
GSTIN: 36ACQFS1044C1ZJ	GSTIN:
State: Telang State Code: 36	State: State Code:

S. No.	HSN/SAC Code	Description of Goods	Qty.	UoM	Rate	Disc %	GST %	Taxable Amount (Rs.)
1	7318	2008 W/dus. W/dus	30	Nos	48/-		18	1440.00
2	7318	3808 W/dus W/dus	30	N	50/-		18	1500.00
3								
4								
5								
6								
7								
8								
9		C 34691						
10								
11								
12								
13								
14								

INWARD
Inward No: 17457 Dt: 29/12/21
MRN No: 101438 Dt: 29/12/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
INWARD
No: 89659
Date: 30/12
Sign:
R.R. DIST.

HSN Code	Taxable Amount	GST%	CGST	SGST	IGST	Transport / If any	
						Total Amount before Tax	2940.00
						Add. CGST 9%	264.60
						Add: SGST 9%	264.60
						Add: IGST	

Amount in words: Three thousand four hundred sixty nine only

GRAND TOTAL 3469.00

We Bank with:
HDFC BANK,
Paradise Branch, Secunderabad
Current Account: **00422000029168**
RTGS/IFSC Code : **HDFC0000042**

* Goods once sold will not be taken back
Subject to Secunderabad Jurisdiction E&O.E.

Receiver's Signature with Stamp

For **Sathyavarapu Hardwares**

Authorised Signatory

Purchase Order

 08-11-2021 17:02:34

82424
09.11.21 4:15:36

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

Supplier Details			
Sathyavarapu Hardwares,	**Doc No**	82424	169152
#2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.	**Doc Date**	08-11-2021	
	Quote No	NIL	
GSTIN 36BCBPS4784B1ZJ	**Quote Date**	28-10-2021	
65910337. 9885316000.	**SupplyType**	Supply	

Kind Attn : Mr. S. Ravi Kumar.

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	2176 - Carpentry - hardware - Wood Screws - 30x8mm - pkts	30.00	48.00	0.00	18.00	1,699.20
2	2177 - Carpentry - hardware - Wood Screws - 35x8mm - pkts	30.00	50.00	0.00	18.00	1,770.00
					Total Order Value . . .	**3,469.20**

Rupees : Three Thousand Four Hundred Sixty Nine and Paise Twenty Only.

Terms and Conditions :-

Specification / Brand	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
Penality For Delay	Nil
Transportation Cost	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 maintanance purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Sathyavarapu Hardwares,***

Name : ____________________

Name : ____________________

Date : __/__/____

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	28-10-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169152
Material required before date:		ID No.	70830

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Wood Screws	30x8	30	Pkts		
2	Measurement Tapes	100mtrs	5	Nos	82420	
3	Bombay Nails	2"	25	Kgs	82421	
4	Bombay Nails	2 1/2"	25	Kgs		
5	Wood Screws	35x8	30	Pkts	82424	

Remarks:For Stock Replenishing purpose

Prepared By	Bhavani		APPROVED BY 01 NOV 2021
Sign.& Date	28-10-2021	Sign. & Date	SOHAM MODI MANAGING DIRECTOR

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