PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	4/1/22	Prepared by:	[illegible]
PO/WO no.	83711	PO / WO Date.	18/12/21
Supplier Name	Ganesh Tube Trader	PO/WO amount	38,940/-
Firm/Company	SSLLP	Project	Sh LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	557	29/12/21	38,940/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			38,940/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	10514	☑ 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:	38,940/-
Amount E – PO / WO value:	38,940/-
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	14/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		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 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. ,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE

GSTIN 36ADBPJ8881C1ZJ

GANESH TUBE TRADERS

Bill To :
SUMMIT SALES LLP
5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad

36ACQFS2044C1Z7
Telangana

Ship To :
SUMMIT SALES LLP
5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad

36ACQFS2044C1Z7
Telangana

Invoice No.	: **557**
Ref. No.	: **83711**
Invoice Date	: **29-Dec-2021**
Destination	:
Vehicle No.	:
E-way Bill No	:
Despatch From	:

Sl No	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**ARALDITE 500GMS**	350699	18 %	**60 NO**	550.00	NO		**33,000.00**
	CGST							**2,970.00**
	SGST							**2,970.00**
					Total:			**38,940.00**

INWARD
Inward No: 19465 Dt: 29/12/21
MRN No: 101514 Dt: 30/12/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 89193 Date: 3/01 Sign:

9246364748

Total Amount In Words: **INR Thirty Eight Thousand Nine Hundred Forty Only**

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
350699	33,000.00	9%	2,970.00	9%	2,970.00	5,940.00
Total	**33,000.00**		**2,970.00**		**2,970.00**	**5,940.00**

Tax Amount (in words) : **INR Five Thousand Nine Hundred Forty Only**

Company's Bank Details
Bank Name : HDFC BANK
A/c No. : 50200014835551
Branch & IFS Code: PG ROAD,SEC-BAD & HDFC0000042

For GANESH TUBE TRADERS

Authorised Signatory

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct

5-2-270, PLOT NO. 29, HYDERBASTI
RANIGUNJ , SECUNDERABAD-3
TELANGANA PIN 500003
Ph.: 04066568587 9246330441
Email : ganeshtubetraders@gmail.com

Purchase Order

83711
15.12.21 11:28:55

 18-12-2021 11:33:10

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

Supplier Details			
Ganesh Tube Traders	**Doc No**	83711	169258
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.	**Doc Date**	18-12-2021	
	Quote No	Nil	
GSTIN 36ADBPJ8881C1ZJ 66568587/ 66384751	**Quote Date**	18-12-2021	
9246330441. 9949248666	**SupplyType**	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7109 - Plumbing - other - Araldite - other - gms *1kg*	30.00	1,100.00	0.00	18.00	38,940.00
					Total Order Value . . .	**38,940.00**

Rupees : Thirty Eight Thousand Nine Hundred Fourty 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. Final payment as per actual weighment. 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 deli vary /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Ganesh Tube Traders***

Name : ____________

Date : __/__/____

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	10-12-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169258
Material required before date:		ID No.	72178

S.No	Description	Size	Quantity	Units	Inward No	Date
1	Bonding Agent-RBR-Roff Brand	5ltrs	5	Ltrs		
2	Tile Adhesive Roff Brand 83710	20kgs	20	Bags		
3	Tile Grout-Silk	1kg	60	Kgs		
4	Tile Grout-White	1kg	60	Kgs		
5	Araldite 83711	1kg	30	Kgs		

Remarks: For Stock Replenishing purpose

Prepared By	Bhavani		
Sign.& Date	10-12-2021	Sign. & Date	APPROVED 18 DEC 2021 P. PRABHAKAR Sr. MANAGER PURCHASE

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