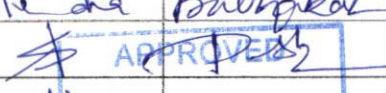


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		17/1/22		Prepared by	Hemendra	Serial no.	117
Supplier name		AK Shays Trade				HO inward no.	—
Firm/Company		SS LLP		Project	SHLLP	HO received date	—
PO/WO date		11/1/22		PO/WO No.	84438	Scan ID.	
Sl no.	Bill no.	Bill date		Bill amount		Original attached	
1.	1697	12/1/22		12,282/-		☒ Yes ☐ No	
2.				—		☐ Yes ☐ No	
3.				—		☐ Yes ☐ No	
4.				—		☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):						12,282/-	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report							
MRN nos.:		102222			Proof of delivery matches MRN		☒ 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:						12,282/-	
Amount E – PO / WO value:						12,282/-	
Amount F – Difference (A – E):						—	
Quantity received as per PO / WO				☒ Yes ☐ Excess received ☐ Short received ☐ Part received			
Close PO / WO				☒ Yes ☐ No – wait for balance material ☐ Other			
Payment – due date				22/1/22			
Remarks:							
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager		
Name:	He da Babhakar						
Sign:							
Date	17/1/22						
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k		

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit.
 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.



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.



Invoice No.

1697

GSTIN : 36BFYPA0121AZ3

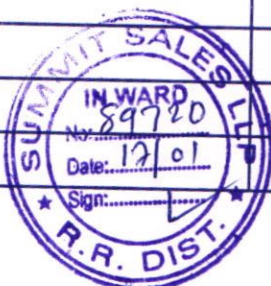
Date: 12/11/2022

Name: Summit Sales LLP. GSTIN: 36ALQFS2044CZ7

Address: P.O. No. 84438

State: State Code:

Sl. No.	PARTICULARS	HSN CODE	Qty.	Rate	Amount	5%	12%	18%	Amount
1	Grap rope	8310	60	150	9000	450			9450
2	Spade with handle	1718	20	120	2400	-	-	432	2832
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									



Mode of Payment :
Cash / Cheque / Cheque No. *M. modh*

INWARD	
Inward No: 17524	Dt: 13/01/22
MRN No: 102222	Dt: 14/01/22
Received By:	Sign: <i>86</i>
SUMMIT SALES LLP	

Total Amount	11400.
Add CGST 9%	441
Add SGST 9%	441
Total GST	882
Total Amount	12282.

Rupees inwords:

Receiver's Signature

For AKSHAYA TRADERS

Proprietor

Purchase Order

Page(s) 1 Of 1

11-01-2022 15:49:30



84438

08.01.22 11:42:54

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
6-4-392/1, New Bholakpur, Secunderbad

GSTIN 36BFYPA0121A1Z3

9381004542

9959611144

Doc No	84438	169332
Doc Date	11-01-2022	
Quote No	Nil	
Quote Date	11-01-2022	
SupplyType	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6025 - Miscellaneous - Gova rope - NA - bundles	60.00	150.00	0.00	5.00	9,450.00
2 9570 - Tools - Spade with handle - NA - nos	20.00	120.00	0.00	18.00	2,832.00
Total Order Value . . .					12,282.00

Rupees : Twelve Thousand Two Hundred Eighty Two Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST included in above price.
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 items not confirming to qty & specs. Breakage in your account. 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 delivery /DC can be sent by email.

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Akshaya Traders**

Name: 

Name : _____

Date : __/__/__

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		31-12-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		11:00PM	
Supplier				Req. No.		169332	
Material required before date:					ID No.		72846
S.No	Description	Size	Quantity	Units	Inward No	Date	
1	Armond Board		25	Nos			
2	Teflan tape		500	Nos			
3	Gova Rope		60	Nos			
4	Blue sheet 84439	24x18	10	Nos			
5	Spade with handle 84438		20	Nos			
Remarks: For Stock Replenishing Purpose							
Prepared By		Vanajakshi					
Sign.& Date		31-12-2021		Sign. & Date			

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

