1051 PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	12/1/22	Prepared by:	Harsha
PO/WO no.	84053	PO / WO Date.	30/12/21
Supplier Name	Akshaya Trader	PO/WO amount	17,086/-
Firm/Company	SS LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1688	5/1/22	17,110/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			17,110/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	101883	□ 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:				17,110/-
Amount E – PO / WO value:				17,086/-
Amount F – Difference (A – E): GST-18%				24/-

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	21/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	APPROVED						
Date	14 JAN 2022						

PRABHAKAR MANAGER PURCHASE

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

Cell : 9958611144
9381004542

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. 1688

GSTIN : 36BFYPA0121A1Z3

Date 5/01/2022

Name: Summit Sales LLP GSTIN: 36ACOFS2044C1Z7

Address: P.O. No. 84053

State: State Code:

Sl. No.	PARTICULARS	HSN CODE	Qty.	Rate	Amount	5%	12%	18%	Amount
1	Hold Fast - 4inch	1718	200	65	13000			2340	15340-
2	Bombay Nails - 3inch	1718	20	75	1500			270	1770-
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

SUMMIT SALES LLP
IN WARD
No: 89442
Date: 7/01
Sign:
R.R. DIST.

INWARD
Inward No: 17497 Dt: 6/01/22
GRN No: 101883 Dt: 7/01/21
Received By:
Sign: 84
SUMMIT SALES LLP

Mode of Payment :
Cash / Cheque / Cheque No.

Total Amount		14500-
Add CGST 9%	1305	
Add SGST 9%	1305	
Total GST	2610	
Total Amount		17110-

Rupees inwords.

Receiver's Signature

For AKSHAYA TRADERS

Proprietor

Purchase Order

 03-01-2022 2:31:47 PM Orig

84053 5:44:06

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	**Doc No**	84053	169300
6-4-392/1, New Bholakpur, Secunderbad	**Doc Date**	30-12-2021	
	Quote No	NIL	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	24-12-2021	
9381004542 9959611144	**SupplyType**	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2105 - Carpentry - hardware - Holdfast - other - kgs *4"*	200.00	65.00	0.00	18.00	15,340.00
2	2056 - Carpentry - hardware - Bombay Nails - 3 In - kgs	20.00	74.00	0.00	18.00	1,746.40
				Total Order Value . . .		**17,086.40**

Rupees : Seventeen Thousand Eighty Six and Paise 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. Above order for Stock replanishing 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 invoice 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 : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Akshaya Traders***

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	24-12-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169300
Material required before date:		ID No.	72437

S.No	Description	Size	Quantity	Units	Inward No	Date
1	Hold Fast	4"	200	Kgs		
2	Bombay Nails	3"	20	Kgs		

Remarks: For Stock Replenishing purpose			APPROVED BY
Prepared By	Vanajakshi 84053.		
Sign.& Date	24-12-2021	Sign. & Date	27 DEC 2021 SOHAM MODI MANAGING DIRECTOR

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