PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/1/22	Prepared by	Hamda	Serial no.	117(
Supplier name	Patel Enterprises			HO inward no.	—
Firm/Company	SSLLP	Project	SHLLP AGH	HO received date	—
PO/WO date	12-11-2021	PO/WO No.	82598	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	690	15/11/21	1,98,000/-	☑ Yes □ No
2.			—	□ Yes □ No
3.			—	□ Yes □ No
4.			—	□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,98,000/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 99227	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:	1,98,000/-
Amount E – PO / WO value:	1,98,000/-
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	—
Remarks: Paid 1,98,000/- Cheque	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Hamda	Balpakar			
Sign:	[signature]	[signature] APPROVED			
Date	17/1/22	18 JAN 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

R. PRABHAKAR
Sr. MANAGER-PURCHASE

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.

Shri Ganeshaya Namaha

TAX INVOICE

PATEL ENTERPRISES

"Wholesale dealers in major brands of cement since 25 years !"

Brands: Ultratech, Anjani, Birla Shakti, Birla A1, Maha Shakti, Ramco, Parashakti, Chettinad, Penna, Jaypee & Other Brands

Address : 3-6-369/1, No.302, Sanatana Ecastacy, Steet No. 3, Himayatnagar, Hyd -5000 029.
Ph : 040-66669511 8886195195, patelcements@gmail.com

GSTIN No. : 36AKJPP6623M1ZL State Code & Name : 36 Telangana

Invoice No.	690	Vehicle No. :	AP16TE5865
		DC No :	
Date	15/11/2021	**Brand** :	

Details of Receiver (Billed to)

Name : SUMMIT SALES LLP
Address : 5-4-187/3&4, IInd FLOOR,
MG ROAD, SECUNDERABAD

Narration : 30MT - PO#82598 MIRYALGUDA

State Code & Name : 36 Telangana
GSTIN No. : 36ACQFS2044C1Z7

S No	Particulars	HSN Code	Qty	Units	Rate	Taxable Value	CGST %	CGST Amount	SGST %	SGST Amount	IGST %	IGST Amount
1	PPC CEMENT	25232930	600.00	Nos	330.00	154687.50	14	21656.25	14	21656.25	0	0
					Total	154687.50		21656.25		21656.25		

INWARD
Inward No: 17246 Dt: 17.11.21
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP IN WARD No: 89664 Date: 13/01 Sign: R.R. DIST.

Invoice Value (In Words) : **One Lakh Ninety Eight Thousand Only**

Sub Total	**154687.50**
CGST	**21656.25**
SGST	**21656.25**
IGST	**0.00**
Hamali	**0.00**
Freight	**0.00**
TCS 0.075 %	**0.00**
Invoice Total	**198000.00**

Terms & Conditions :

1. Goods once sold will not be taken back.
2. Dishonour of Cheques may lead to criminal proceeding.
3. If the Amount of Invoice is not paid within 15 days Interest @ 24% P.A will be charged
4. **RTGS : ICICI BANK A/C.NO.630505500220 IFSC: ICIC0006305, Himayathnagar Branch.**

All disputes subject to Hyderabad Jurisdiction.

For PATEL ENTERPRISES

Authorised Signatory

Receiver's Signature

Purchase Order

 12-11-2021 2:46:31 PM Or 82598

09.11.21 4:15:58

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

Supplier Details			
Patel Enterprises	**Doc No**	82598	169178
#3-6-369, Himayat Nagar, Hyderabad -500 029.	**Doc Date**	12-11-2021	
	Quote No	NIL	
040 - 65949511..	**Quote Date**	12-11-2021	
8886195195/93910-03261	**SupplyType**	Supply	

Kind Attn : Mr. Tushar Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	3002 - Cement - PPC - 50kgs - bags	600.00	257.81	0.00	28.00	197,999.62
					Total Order Value . . .	**197,999.62**

Rupees : One Lakh(s) Ninty Seven Thousand Nine Hundred Ninty Nine and Paise Sixty Two Only.

Terms and Conditions :-

Specification / Brand	All items shall be of Sri Chakra___ brand/company
Payment Terms	100% as advance
Tax	Included in the above price
Delivery Date	within 2 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Included in the above prices
Warranty	Nil
Advance Paid	Rs 1,98,000/-Cheque Dt---22/11/2021.
Other Terms	We reserve the rights to the items not conforming to qty & specs. Hamali chrges extra Rs:5/- bag.Above order is for AGH purspose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	FOR DELIVERY AT Miryalguda Contact Person Mr Zakir-9748010271.

For MDs APPROVAL
☐ High Value/quantity beyond limits.
☑ Po/Req. processed-post approval.
☐ Approval for technical details/clarification
☐ Replenishing SSLLP stock
☐ Other

APPROVED BY
13 NOV 2021
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*

Authorised Signatory

12/11/2021

Name : ____________

Accepted the above Terms And Conditions

For *Patel Enterprises*

Name : ____________

Date : __/__/____

1459

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	12-11-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169178
Material required before date:		ID No.	71139

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Cement Bags-PPC	50kgs	650	Bags		
	PO 82598		600 - 1 load			

Remarks:For AGH

Prepared By	Bhavani		
Sign.& Date	12-11-2021	Sign. & Date	

APPROVED
12 NOV 2021
MINISH PARIKH
MANAGER PROCUREMENT

APPROVED BY
13 NOV 2021
SOHAM MODI
MANAGING DIRECTOR

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