PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	21/1/22	Prepared by	T.D.Apurvay	Serial no.	...17[illegible]
Supplier name	Sri Laxmi Ganesh Steel & Hardware			HO inward no.	
Firm/Company	SSLAP	Project	SHLP	HO received date	
PO/WO date	19/1/22	PO/WO No.	84690	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	369	18/1/22	22,178-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	22,178-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	102547	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:	22,178-00
Amount E – PO / WO value:	22,178-00
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	24/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D.Apurvay	APPROVED			
Sign:	[signature]	21 JAN 2022			
Date	21/1/22	MINISH PARIKH			
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.

GSTIN - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh,Design Articals

6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.

Email : srilaxmiganeshsteels@gmail.com

P.O.No: 84690

M/s. Summit Sales LLP
M.G. Road

Party's GSTIN 36AAQFS2044C1Z7

Invoice No.: 369
Date : 18/1/22
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	Welding Rod -	12 Pak	285/-	3420=	00
	14" Cutting Blade	- 25 Nos	160/-	4000=	00
	Nalan 4" Cutting Blade	25 Nos	25/-	625=	00
	4" Grinding Wheel	25 Nos	32/-	800=	00
	8" M.S. Hinges	100 Nos	95/-	9500=	00
	Hole Patti	5 Kg	90/-	450=	00
			Total	18795=	00
			SGST @ 9 %	1691	55
			CGST @ 9 %	1691	55
			IGST @ 18 %		
			Roundup		10
			Grand Total	22178=	10

INWARD
Inward No: 10615 Dt: 20/1/22
MRN No: 102547 Dt: 21/1/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
INWARD No: 89934 Date: 21/01 Sign:

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words :

INWARD
Inward No: 17568 Dt: 21/01/22
MRN No: Dt:
Received By: Sign: SY
SUMMIT SALES LLP

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

 19-01-2022 15:16:09

84690

08.01.22 11:50:04

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

Supplier Details			
Sri Laxmi Ganesh Steels & Hardware	**Doc No**	84690	169384
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad	**Doc Date**	19-01-2022	
	Quote No	NIL	
GSTIN 36ARPPK9655D2ZA	**Quote Date**	18-01-2022	
9246205245/9542575725	**SupplyType**	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9550 - Tools - Machine Blade - other - nos *4" Cutting blade*	25.00	25.00	0.00	18.00	737.50
2	9550 - Tools - Machine Blade - other - nos *14" Cutting blade*	25.00	160.00	0.00	18.00	4,720.00
3	9533 - Tools - Grinding Wheel - 4 In - nos	25.00	32.00	0.00	18.00	944.00
4	9574 - Tools - Welding Rod - NA - nos	12.00	285.00	0.00	18.00	4,035.60
5	2126 - Carpentry - hardware - MS Hinges - 8 In - nos	100.00	95.00	0.00	18.00	11,210.00
6	8015 - Steel - other - MS Gate Lock Patti - 1 1/2 In - nos *In kgs*	5.00	90.00	0.00	18.00	531.00
					Total Order Value . . .	**22,178.10**

Rupees : Twenty Two Thousand One Hundred Seventy Eight and Paise Ten Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivary & Production of bill
Tax	Included in the above price
Delivery Date	Material delivered.
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 resreve the right to reject the item not confirming to the specifications . Above order for SOV MS fabrication work 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

20/01/2022

Name : ____________________

Accepted the above Terms And Conditions

For ***Sri Laxmi Ganesh Steels & Hardware***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	18/01/2022
Site & Phase :	SUMMIT HOUSING LLP	Time:	12:00
Supplier		Req. No.	169384
Material required before date:		ID No.	73087

No	Description	Size	Quantity	Units	Inward No	Date
1	WELDING ROD	STD	12	PKT		
2	CUTTING WHEELS	14''	25	NOS		
3	CUTTING WHEELS	4''	25	NOS		
4	GRINDING WHEELS	4''	25	NOS		
5	MS HINGES 84690	8''	100	NOS		
6	LOCK PATTI	STD	5	KGS		
7						
8						

Remarks: ABOVE ORDER FOR MAKING OF MS FABRICATION WORK PURPOSE.

Prepared By	T.D. MURTHY	Sign. & Date	
Date:	18/01/2022		

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

APPROVED

20 JAN 2022

MINISH PARIKH
MANAGER PROCUREMENT