


PURCHASE DIVISION
Advice for approval for credit to supplier

Ⓟ

Date:	20/1/22	Prepared by	Sneh	Serial no.	155/
Supplier name	G.P. Builders materials			HO inward no.	
Firm/Company	SS Up	Project	SHUP	HO received date	
PO/WO date	27/12/21	PO/WO No.	83937	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	G.P/21-22/548	8/1/22	22,361/-	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				22,361	
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos.:	102063		Proof of delivery matches MRN	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Amount B – Other Credits : Transportation charges				-	
Amount C – Other Debits :				-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:				22,361/-	
Amount E – PO / WO value:				23,128/-	
Amount F – Difference (A – E):				767	
Quantity received as per PO /WO			<input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input checked="" type="checkbox"/> Short received <input type="checkbox"/> Part received		
Close PO / WO			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other		
Payment – due date			24/1/22		
Remarks: - part bill -					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Sneh	Prashant			
Sign:	<i>Sneh</i>	<i>Prashant</i>			
Date	20/1/22	10 JAN 2022			
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.

Tax Invoice

 G.P. BUILD CON MATERIALS G-1, Sai Srinivasa Towers, 29 - Sripuri Colony Kakaguda, Secunderabad - 15 GSTIN/UIN: 36AIZPG8119P1Z9 State Name : Telangana, Code : 36 E-Mail : g.pbuildcon999@gmail.com	Invoice No. GP/21-22/548	Dated 8-Jan-2022	
	Delivery Note	Mode/Terms of Payment	
	Supplier's Ref.	Other Reference(s)	
Buyer M/S SUMMIT SALES LLP 5-4-187/3&4, II ND FLOOR, M.G ROAD SECUNDERABAD GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. 83937	Dated 27-Dec-2021	
	Despatch Document No.	Delivery Note Date	
	Despatched through Selva	Destination Cherlapally	
	Terms of Delivery		

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	WST 12X180 DIREKT FIXING SET	73181500	38 NOS	325.00	NOS		12,350.00
2	WST 10X140 DIRECT FIXING SET	73181500	40 NOS	165.00	NOS		6,600.00
							18,950.00
					CGST @ 9 %		1,705.50
					SGST @ 9 %		1,705.50
Total			78 NOS				₹ 22,361.00

INWARD			
Inward No: 7516	Dt: 10	01	22
MRN No: 107063	Dt: 10	01	22
Received By:	Sign:	<i>[Signature]</i>	
SUMMIT SALES LLP			

Amount Chargeable (in words) E. & O.E

INR Twenty Two Thousand Three Hundred Sixty One Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
73181500	18,950.00	9%	1,705.50	9%	1,705.50	3,411.00
Total	18,950.00		1,705.50		1,705.50	3,411.00

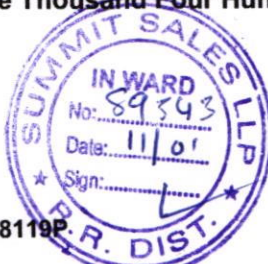
Tax Amount (in words) : **INR Three Thousand Four Hundred Eleven Only**

Company's PAN : **AIZPG8119P**

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

Company's Bank Details
 Bank Name : **ICICI BANK LTD (630805500095)**
 A/c No. : **630805500095**
 Branch & IFS Code : **Vikrampuri & ICIC0006308**
 for G.P. BUILD CON MATERIALS

Authorised Signatory



SUBJECT TO SECUNDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

Page(s) 1 Of 1

18-01-2022 11:18:01



py

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

5:35:32

Supplier Details		Doc No	169297
G.P.Buildcon materials		Doc Date	27-12-2021
flat.no.G1, Saisrinivasa towers, Sri puri Colony, Kakaduda, secunderbad		Quote No	Nil
GSTIN 36AIZPG8119P1Z9		Quote Date	26-11-2021
9866116375		SupplyType	Supply

Kind Attn : Mr.Pavan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7319 - Plumbing - sanitary - Wall hung rag bolts - NA - nos	40.00	325.00	0.00	18.00	15,340.00
2 7323 - Plumbing - sanitary - Washbasin rag bolts - NA - pairs	40.00	165.00	0.00	18.00	7,788.00
Total Order Value . . .					23,128.00

Rupees : Twenty Three Thousand One Hundred Twenty Eight Only.


Terms and Conditions :-

- Specification /** All items shall be of 'Fisher' brand
- Payment Terms** After Delivery & Production of bill
- Tax** Inclusive of all taxes
- 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 to reject items not conforming to quality and specifications. Above order for Stock purpose
- Completion Date** Nil
- Measurement** 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.

Part bill
BGM no + GP/21-22/548
dt 1-8/1/22
amount 22,361/-
Bal. amount receivable

For **Summit Sales LLP**
 Authorised Signatory

Accepted the above Terms And Conditions
 For **G.P.Buildcon materials**

Name : 

Name : _____

Date : ___/___/___

Contact :-

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:	24-12-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:	11:00PM	
Supplier				Req. No.	169297	
Material required before date:			ID No.		72392	
S.No	Description	Size	Quantity	Units	Inward No	Date
1	EWC+Seat Cover+Flush Tank		15	Nos		
2	Sanitary Wash Basin-White 83933		15	Nos		
3	Sanitary Wash Basin Pedastal	3/4"	15	Nos		
4	Tefflon Tapes		500	Nos		
5	PVC Connection 83935	2'	60	Nos		
6	Wall Hang Rag Bolts 83937		40	Nos		
7	Wash Basin Rag Bolts		40	Nos		
Remarks: For Stock Replenishing purpose						
Prepared By		Vanajakshi		<div style="border: 1px solid black; padding: 5px; text-align: center;"> APPROVED BY 27 DEC 2021 <small>CO-AMMOBI</small> MANAGING DIRECTOR </div>		
Sign.& Date		24-12-2021				Sign. & Date

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