PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	21/1/22	Prepared by	Hameeda	Serial no.	...1705
Supplier name	Jin Kaupa Agency			HO inward no.	–
Firm/Company	SSLLP	Project	SHLLP	HO received date	–
PO/WO date	14/1/22	PO/WO No.	84535	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	41	18/1/22	31,860/-	☑ Yes □ No
2.			–	□ Yes □ No
3.			–	□ Yes □ No
4.			–	□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	31,860/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	102431	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:	31,860/-
Amount E – PO / WO value:	31,860/-
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	28/1/22
Remarks:	

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

JIN KRUPA AGENCY
Plot No 56,Ground Floor.Sarva Sukhi Colony,
West Marredpally,Secundrabad,Hyderabad
GSTIN/UIN: 36AEMPM4587N1ZL
State Name : Telangana, Code : 36

Invoice No. **41**	Dated **18-Jan-22**
Delivery Note **84535**	Mode/Terms of Payment
Dispatch Doc No.	Delivery Note Date **18-Jan-22**
Dispatched through	Destination
Terms of Delivery	

Consignee (Ship to)
Summit Sales Llp

GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Buyer (Bill to)
Summit Sales Llp

GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	GST Rate	MRP/ Marginal	Quantity	Rate	per	Amount
1	**Pvc Green Breaded**	39173290	18 %		**30 NOS**	900.00	NOS	**27,000.00**
	CGST							**2,430.00**
	SGST							**2,430.00**
	Total				**30 NOS**			**₹ 31,860.00**

J. Schaikow

SUMMIT SALES LLP
IN WARD
No: 89927
Date: 21/01
Sign:
R.R. DIST.

Amount Chargeable (in words)
INR Thirty One Thousand Eight Hundred Sixty Only

E. & O.E

Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
27,000.00	9%	2,430.00	9%	2,430.00	4,860.00
Total: 27,000.00		**2,430.00**		**2,430.00**	**4,860.00**

Tax Amount (in words) : **INR Four Thousand Eight Hundred Sixty Only**

INWARD
Inward No: 17547 Dt: 19/01/22
MRN No: 102431 Dt: 19/01/22
Received By: Sign:
SUMMIT SALES LLP

Company's Bank Details
Bank Name : **Central Bank of India**
A/c No. : **3461168140**
Branch & IFS Code : **Hill Street, Ranigunj & CBIN0281365**

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

for JIN KRUPA AGENCY

JIN KRUPA AGENCY
Plot No.56, H.No: 4-03-059,
Ground Floor, Sarva Sukhi Colony,
West Marredpally, Secunderabad - 500026.

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 14-01-2022 14:15:18

84535
08.01.22 11:50:02

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

Supplier Details			
Jinkrupa Agency	**Doc No**	84535	169361
4-3-75/3, Hill Street, Sec-Bad -500 003	**Doc Date**	14-01-2022	
	Quote No	Nil	
GSTIN 36AEMPM4587N1ZL	**Quote Date**	14-01-2022	
2771-0119 98496-06725	**SupplyType**	Supply	

Kind Attn : Mr. Hemal H. Mehta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7353 - Plumbing - other - Green Hose pipe - Other - Mtrs *30 Bundles*	900.00	30.00	0.00	18.00	31,860.00
				Total Order Value . . .		**31,860.00**

Rupees : Thirty One Thousand Eight Hundred Sixty 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 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

Name : ____________

Accepted the above Terms And Conditions

For ***Jinkrupa Agency***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	11.01.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169361
Material required before date:	10.01.2022	ID No.	72960

No	Description	Size	Quantity	Units	Inward No	Date
1	Green hose pipe 84535	3/4"	30	Bundles		

Remarks: For Stock Replenishing Purpose

Prepared By	N.Vanajakshi	Approved by	APPROVED BY
Sign.& Date	11..01..2022	Sign. & Date	13 JAN 2022

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

SOHAM MODI
MANAGING DIRECTOR