

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 22/1/22		Prepared by: H. de		Serial no. - - - 1775	
Supplier name: Santosh Tanpaulin				HO inward no. -	
Firm/Company: SSUP		Project: SUEP		HO received date -	
PO/WO date: 13/1/22		PO/WO No.: 84661		Scan ID:	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	115	20/1/22	9,912/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				9,912/-	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	102506		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:				9,912/-	
Amount E – PO / WO value:				9,912/-	
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		29/1/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	H. de	MINISH PARIKH			
Sign:	[Signature]	25 JAN 2022			
Date	22/1/22	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

JS10 UC 1142

SANTHOSH TARPAULIN

2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District - 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC

Email id: santhoshtarp@gmail.com

Cell: 9642662732

Bank Account : AXIS BANK

Acc.No.919020039284737

IFSC CODE :UTIB0001378

To SUMMIT SALES LLP
5-4-187/3&3Ind floor MG ROAD
SECUNDERABAD 500003
GSTIN No. 36ACQFS2044C1Z7

Invoice No: **115**

Invoice Date: 20/01/2022

P.O.No.84661/169369

P.O.Date: 13.01.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	COVER BLOCS ALL IN ONE RCC 200 nos X 50 bags	6810	10,000 NOS	@ 0.84	8,400.00
Rupees in words NINE THOUSAND NINE HUNDRED TWELVE ONLY				Total ::	8,400.00
				CGST @ 9 %	756.00
				SGST @ 9%	756.00
				IGST 18% ::	
				Grand Total ::	9,912.00
Receiver Signature & Seal				For SANTHOSH TARPAULIN  Authorized Signatory	

INWARD	
Inward No: 17558	Dt: 20/01/22
MRN No: 102586	Dt: 21/1/22
Received By:	Sign: 
SUMMIT SALES LLP	



Purchase Order

Page(s) 1 Of 1

20-01-2022 10:45:38 AM



84661

08.01.22 11:50:03

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

Supplier Details

Santosh Tarpaulin
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist
-500010

GSTIN 36ATWPA1307P1ZC

9642662732

Doc No	84661	169369
Doc Date	13-01-2022	
Quote No	Nil	
Quote Date	13-01-2022	
SupplyType	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6094 - Miscellaneous - Spacers - Other - nos All in one RCC	10,000.00	0.84	0.00	18.00	9,912.00
Total Order Value . . .					9,912.00

Rupees : Nine Thousand Nine Hundred Twelve Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

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 maintenance 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 deli vary /DC can be sent by email.

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Santosh Tarpaulin**

Name : _____

Date : __/__/__

Requisition Form

Company Name:	SSLLP	Date:	13.01.2022			
Site & Phase :	SSHLP	Time:	10:00			
Supplier		Req.No.	169369			
Material required before date:	10.01.2022	ID No.	73000			
N o	Description	Size	Quantity	Units	Inward No	Date
1	Spacers all in one-RCC		10000	Nos		
Remarks: For Stock Replenishing Purpose 84661.						
Prepared By	N. Vanajakshi	Approved by				
Sign. & Date	13.01.2022	Sign. & Date				

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

APPROVED BY
17 JAN 2022
SOHAM MODI
MANAGING DIRECTOR