PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/1/22	Prepared by	Hemda	Serial no.	...177
Supplier name	Ganesh Tube Traders			HO inward no.	—
Firm/Company	SSUP	Project	SHUP	HO received date	
PO/WO date	11/1/22	PO/WO No.	84446	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	619	20/1/22	11,682/-	☑ Yes □ No
2.			—	□ Yes □ No
3.			—	□ Yes □ No
4.			—	□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	11,682/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 102573	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:	11,682/-
Amount E – PO / WO value:	11,682/-
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:	Hemda	APPROVED			
Sign:		25 JAN 2022			
Date	24/1/22	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.

GANESH TUBE TRADERS

TAX INVOICE

GSTIN: 36ADBPJ8881C1ZJ

Authorised Distributor:

Clair

Bill To :	
SUMMIT SALES LLP 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Invoice No. : **619** Ref. No. : **84446** Invoice Date : **20-Jan-2022** Destination :
Ship To : **SUMMIT SALES LLP** 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad 36ACQFS2044C1Z7 Telangana	Vehicle No. : E-way Bill No : Despatch From :

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**WALL PUTTY** *30kg*	321490	18 %	**10 NO**	840.00	NO		**8,400.00**
2	**RED OXIDE** *Black Oxide*	350699	18 %	**10 NO**	75.00	NO		**750.00**
3	**RED OXIDE** *Black Oxide*	350699	18 %	**10 NO**	75.00	NO		**750.00**
								9,900.00
	CGST							**891.00**
	SGST							**891.00**
					Total:			**11,682.00**

INWARD
Inward No: 17565 Dt: 21/01/22
MRN No: 102573 Dt: 21/1/22
Received By: Sign:
SUMMIT SALES LLP

9246364748

SUMMIT SALES LLP R.R. DIST
INWARD
No: 89970
Date: 22/01
Sign:

Total Amount In Words: INR Eleven Thousand Six Hundred Eighty Two Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
321490	8,400.00	9%	756.00	9%	756.00	1,512.00
350699	1,500.00	9%	135.00	9%	135.00	270.00
Total	**9,900.00**		**891.00**		**891.00**	**1,782.00**

Tax Amount (in words) : **INR One Thousand Seven Hundred Eighty Two Only**

Company's Bank Details
Bank Name : **HDFC BANK**
A/c No. : **50200014835551**
Branch & IFS Code: **PG ROAD,SEC-BAD & HDFC0000042**

For GANESH TUBE TRADERS

Authorised Signatory

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

5-2-270, PLOT NO. 29, HYDERBASTI,
RANIGUNJ , SECUNDERABAD-3
TELANGANA PIN 500003
Ph.: 04066568587 9246330441
Email : ganeshtubetraders@gmail.com

Purchase Order

84446
08.01.22 11:42:54

 11-01-2022 15:49:30

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

Supplier Details			
Ganesh Tube Traders	**Doc No**	84446	169340
5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.	**Doc Date**	11-01-2022	
	Quote No	Nil	
GSTIN 36ADBPJ8881C1ZJ 66568587/ 66384751	**Quote Date**	11-01-2022	
9246330441. 9949248666	**SupplyType**	Supply	

Kind Attn : Sandeep Jain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6602 - Paints - Wall Care Putti - NA - kgs	10.00	840.00	0.00	18.00	9,912.00
2	6517 - Paints - Black oxide powder - NA - kgs	10.00	75.00	0.00	18.00	885.00
3	6613 - Paints - Red Oxide Powder - NA - Kgs	10.00	75.00	0.00	18.00	885.00
	Total Order Value . . .					**11,682.00**

Rupees : Eleven Thousand Six Hundred Eighty Two 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. Final payment as per actual weighment. 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 deli vary /DC can be sent by email.

For *Summit Sales LLP*

Authorised Signatory

11/01/2022

Name : ______

Accepted the above Terms And Conditions

For *Ganesh Tube Traders*

Name : ______

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	04-01-2022
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00 AM
Supplier		Req. No.	169340
Material required before date:		ID No.	72854

S.No	Description	Size	Quantity	Units	Inward No	Date
1	Wall care putty	20kg	10	Bags		
2	Red oxide primer	4ltrs	4	Ltrs		
3	Exterior primer -water based	20ltrs	5	Ltrs		
4	ACE-Exterior -White	20ltrs	10	Ltrs		
5	Black Oxide	1kg	10	Nos		
6	Red Oxide 84446	1kg	10	Nos		
7	Turpentine oil	1ltrs	20	Ltrs		

Remarks: For Stock Replenishing Purpose

Prepared By	Vanajakshi		APPROVED BY
Sign.& Date	04-01-2022	Sign. & Date	07 JAN 2022 SOHAM MODI MANAGING DIRECTOR

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