PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	31/1/22	Prepared by	Sneha.	Serial no.	... 202
Supplier name	Sri Ambe electricals			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	25/1/22	PO/WO No.	84884	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1376	28/1/22	38,055/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	38,055/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 102917 — 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:	38,055/-
Amount E – PO / WO value:	38,055/-
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	7/2/22
Remarks:	– final bill –

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Sneha	APPROVED			
Sign:	Sneha	31 JAN 2022			
Date	31/1/22	MINISH PARIKH MANAGER			
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

(ORIGINAL FOR RECIPIENT)

Sri Ambe Electricals 5-2-32 to 34/b, Plot No.97 Sri Sai's Oxford Terrace, R.P Road, Opp Gujarati High School, Secunderabad. GSTIN/UIN: 36AAZPL0425H1ZH State Name : Telangana, Code : 36 E-Mail : sriambeelectricals@gmail.com	Invoice No. **1376**	Dated **28-Jan-2022**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Consignee **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. **84884/169400**	Dated **28-Jan-2022**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
Buyer (if other than consignee) **SUMMIT SALES LLP** 5-4-187/3&4,II ND FLOOR M G ROAD, SECUNDERABAD GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**R-TPN04 WAY MD DB**	85371000	**25 nos**	1,290.00	nos		**32,250.00**
	CGST						**2,902.50**
	SGST						**2,902.50**
	9246364748						
	Total		**25 nos**				**Rs. 38,055.00**

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

INR Thirty Eight Thousand Fifty Five Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
85371000	32,250.00	9%	2,902.50	9%	2,902.50	5,805.00
Total	**32,250.00**		**2,902.50**		**2,902.50**	**5,805.00**

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

Company's Bank Details
Bank Name : **Yes Bank Ltd**
A/c No. : **009786900000484**
Branch & IFS Code : **BEGUMPET & YESB0000097**

Company's PAN : **AAZPL04H1**

Declaration
(1) Goods once sold will be not returned.
(2) Subjict to Secunderebad jurisdiction

for Sri Ambe Electricals

Authorised Signatory

This is a Computer Generated Invoice

INWARD
Inward No: 17612 Dt: 29/01/22
MRN No: 102917 Dt: 29/1/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 9023
Date: 29/01
Sign:

Purchase Order

 27-01-2022 12:50:25

84884
08.01.22 12:01:48

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 Ambe Electricals Plot no-97,Sri Sai Oxford Terrace R.P.Road,Secunderabad-500003	**Doc No**	84884	169400
	Doc Date	25-01-2022	
	Quote No	NIL	
GSTIN 36	**Quote Date**	24-01-2022	
7702963535 7702963535	**SupplyType**	Supply	

Kind Attn : Hari Prasad/ Subba Reddy

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4547 - Electrical - other - Distribution Board - 3 Phase - nos *4way*	25.00	1,290.00	0.00	18.00	38,055.00
					Total Order Value . . .	**38,055.00**

Rupees : Thirty Eight Thousand Fifty Five Only.

Terms and Conditions :-

Specification / All items shall be of 'ABB' brand, Classiq series.

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

Penality For Delay Nil

Transportation Transport cost shall be borne by us.

Warranty 10 years warranty.

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications.Payment as per actual receipt of material. Above order for replinishing 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 invoice 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 : ____________

Contact - -

Accepted the above Terms And Conditions
For *Sri Ambe Electricals*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	24.01.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169400
Material required before date:	10.01.2022	ID No.	73257

No	Description	Size	Quantity	Units	Inward No	Date
1	Isolater	40amps	12	Nos		
2	Distribution bx	4way	25	Nos		

Remarks: For Stock Replenishing Purpose

Prepared By	N.Vanajakshi	Approved by	
Sign.& Date	24.01..2022	Sign. & Date	

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

APPROVED
2 4 JAN 2022