PURCHASE DIVISION

Advice for approval for credit to supplier

E

Date:	31/01/2022	Prepared by	Ramya	Serial no.	- ... 1946
~~Supplier name~~	~~Seed~~ Global Safety Solutions			~~HO inward no.~~	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	31-12-2021	PO/WO No.	84011	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1819	28.01.22	15,680.00	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	15,680.00
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 102912	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:	15,680.00
Amount E – PO / WO value:	79,865.00
Amount F – Difference (A – E):	64,185
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	7/02/22
Remarks:	– final Bill –

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	R				
Date	31/01/2022				
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

(ORIGINAL FOR RECIPIENT)

GLOBAL SAFETY SOLUTIONS #5-5-48,Ranigunj, Secunderabad-500003 GSTIN/UIN: 36AAOFG9573A1Z5 State Name : Telangana, Code : 36 Contact : 9581228898/9502555088 E-Mail : gss.infoteam@gmail.com	Invoice No. **1819**	Dated **28-Jan-22**
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date. **1819 dt. 28-Jan-22**	Other References
Buyer (Bill to) **Summit Sales LLP** M G Road, Secunderabad GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **84011-169301**	Dated **28-Jan-22**
	Dispatch Doc No.	Delivery Note Date
	Dispatched through	Destination
	Terms of Delivery	

Sl No	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**Safety Shoes (12%)** *Female 6/20*	64024000	12 %	**20 prs**	700.00	prs		**14,000.00**
	CGST@6%				6	%		**840.00**
	SGST@6%				6	%		**840.00**
	Total			**20 prs**				**₹ 15,680.00**

INWARD
Inward No: 17610 Dt: 28/01/22
MRN No: 102912 Dt: 29/1/22
Received By: Sign:
SUMMIT SALES LLP

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

INR Fifteen Thousand Six Hundred Eighty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
64024000	14,000.00	6%	840.00	6%	840.00	1,680.00
Total	**14,000.00**		**840.00**		**840.00**	**1,680.00**

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

Company's PAN : **AAOFG9573A**

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 : **AXIS BANK**
A/c No. : **919020070179320**
Branch & IFS Code : **MG Road, Secunderabad & UTIB0000068**

Customer's Seal and Signature

for GLOBAL SAFETY SOLUTIONS

Authorised Signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 90237 Date: 29/01 Sign:

This is a Computer Generated Invoice

GSTIN : 36AAOFG9573A1Z5

DELIVERY CHALLAN

✆ : +91 6281248297
+91 9581228898
+91 9502555088

GSS

GLOBAL SAFETY SOLUTIONS

Manufacturers Representatives and Marketers of Industrial and Safety Products.
5-5-48, Ranigunj, Secunderabad - 500 003. T.S.
E-mail : gss.infoteam@gmail.com

To,
Summit Sales LLP

No. 1819 Date 28/01/2022

Against your order No. 84011 - 169301

Date

PARTY GSTIN :

S. No.	PARTICULARS	QTY.	RATE	HSN CODE	TAX
1)	Safety Shoes female Size 6	20 prs	700/-		12%

SUMMIT SALES LLP
INWARD
No: 77319
Date: 29/01
Sign:
R.R. DIST.

INWARD	
Inward No: 17610	Dt: 28/01/22
MRN No: 102912	Dt: 29/1/22
Received By:	Sign:
SUMMIT SALES LLP	

Goods once sold will not be taken back or exchanged.
Received the materials in good condition.
Subject to Secunderabad Jurisdiction

Signature of Customer.

For **GLOBAL SAFETY SOLUTIONS**

Purchase Order

 04-01-2022 10:33:56 Origin 84011

5:44:06

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

Supplier Details			
Global Safety Solutions	**Doc No**	84011	169301
5-5-48, Ranigunj, secunderbad	**Doc Date**	31-12-2021	
	Quote No	Nil	
GSTIN 36AAOFG9573A1Z5	**Quote Date**	29-12-2021	
9502555088/9581228898	**SupplyType**	Supply	

Kind Attn : Mr.Qasim Hussain/AQ Shakir

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9592 - Tools - Labour helmet female - NA - nos	100.00	50.00	0.00	18.00	5,900.00
2	9593 - Tools - Labour helmet male - NA - Nos	300.00	50.00	0.00	18.00	17,700.00
3	9595 - Tools - Staff Helmets - NA - nos	50.00	135.00	0.00	18.00	7,965.00
4	6155 - Miscellaneous - Safety Shoe - NA - pair *Male-7 nos*	20.00	450.00	0.00	5.00	9,450.00
5	6155 - Miscellaneous - Safety Shoe - NA - pair *Male-8 nos*	20.00	450.00	0.00	5.00	9,450.00
6	6155 - Miscellaneous - Safety Shoe - NA - pair *Female-06 nos*	20.00	700.00	0.00	5.00	14,700.00
7	6155 - Miscellaneous - Safety Shoe - NA - pair *Female-07 nos*	20.00	700.00	0.00	5.00	14,700.00
					Total Order Value . . .	**79,865.00**

Rupees : Seventy Nine Thousand Eight Hundred Sixty Five Only.

Part bill
Bill no:-1794
dt:- 1/1/22
amount:- 65,165/-
Bal. amount receivable/-

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
Penality For Delay	Nil
Transportation	Transportation Extra.
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

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Global Safety Solutions***

Name : ____________

Date : __/__/____

Purchase Order

 04-01-2022 10:33:56 Original / Office Copy / Purchase Div.Copy

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 ***Global Safety Solutions***

Name : ______________________

Date : __/__/____

Purchase Order

 29-12-2021 10:52:41 Original / Office Copy / Purchase Div.Copy

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

Supplier Details			
Global Safety Solutions	**Doc No**	84011	169301
5-5-48, Ranigunj, secunderbad	**Doc Date**	29-12-2021	
	Quote No	Nil	
GSTIN 36AAOFG9573A1Z5	**Quote Date**	29-12-2021	
9502555088/9581228898	**SupplyType**	Supply	

Kind Attn : Mr.Qasim Hussain/AQ Shakir

Purchase Order for the Supply of following Items.

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6	6155 - Miscellaneous - Safety Shoe - NA - pair *Female-06 nos*	20.00	700.00	0.00	5.00	14,700.00
7	6155 - Miscellaneous - Safety Shoe - NA - pair *Female-07 nos*	20.00	700.00	0.00	5.00	14,700.00
				Total Order Value . . .		**79,865.00**

Rupees : Seventy Nine Thousand Eight Hundred Sixty Five 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
Penality For Delay	Nil
Transportation	Transportation Extra.
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

For MDs APPROVAL
- ☐ High Value/quantity beyond limits.
- ☑ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSLLP stock
- ☐ Other

APPROVED BY
31 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*

Authorised Signatory

29/12/2021

Name :

Name :

Accepted the above Terms And Conditions

For *Global Safety Solutions*

Date : __/__/____

Purchase Order

 29-12-2021 10:52:41 Original / Office Copy / Purchase Div.Copy

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 : 29/12/2021

Accepted the above Terms And Conditions

For ***Global Safety Solutions***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	24-12-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169301
Material required before date:		ID No.	72432

S.No	Description	Size	Quantity	Units	Inward No	Date
1	Gova Rope 84010		40	Bundles		
2	Labour Helmets Female		100	Nos		
3	Staff &Visitors Helmets		50	Nos		
4	Hacksaw Blade 84014	Double	200	Box		
5	Labour Helmets Male		300	Nos		
6	Safety Shoes Male	7no	20	Nos		
7	Safety Shoes Male 84011	8no	20	Nos		
8	Safety Shoes Female	6no	20	Nos		
9	Safety Shoes Female	7no	20	Nos		

Remarks: For Stock Replenishing purpose

Prepared By	Vanajakshi		APPROVED BY
Sign.& Date	24-12-2021	Sign. & Date	27 DEC 2021

SOHAM MODI
MANAGING DIRECTOR

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