

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 10/2/22		Prepared by: Hemanda		Serial no. - 2716	
Supplier name: Santosh Tarpaulin		Project: SHUP		HO inward no.	
Firm/Company: SSLP		PO/WO No. 85260		HO received date	
PO/WO date: 8/2/22		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	125	9/2/22	10,030/-	☒ Yes ☐ No
2.			—	☐ Yes ☐ No
3.			—	☐ Yes ☐ No
4.			—	☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 10,030/-

Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.: 103511	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: 10,030/-

Amount E – PO / WO value: 10,030/-

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: 18/2/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Hemanda				
Sign:					
Date:	10/2/22				
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**SANTHOSH TARPAULIN**

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

GSTIN :36ATWPA1307P12C

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&3 IInd floor MG ROAD
SECUNDERABAD 500003

GSTIN No. 36ACQFS2044C1Z7Invoice No: **125**

Invoice Date: 09/02/2022

P.O.No.85260/169442

P.O.Date: 08.02.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	COVER BLOCS ALL IN ONE RCC 200 nos X 50 bags	6810	10000 NOS	@ 0.85	8,500.00
Rupees in words TEN THOUSAND THIRTY ONLY					Total :: 8,500.00
					CGST @ 9 % 765.00
					SGST @ 9 % 765.00
					IGST 18% ::
					Grand Total :: 10,030.00
Receiver Signature & Seal				For SANTHOSH TARPAULIN  Authorized Signatory	

INWARD	
Inward No: 17672	Dt: 9/2/22
MRN No: 103511	Dt: 10/2/22
Received By:	Sign: <i>Sy</i>
SUMMIT SALES LLP	



Purchase Order

Page(s) 1 Of 1

08-02-2022 12:54:43



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	85260	169442
Doc Date	08-02-2022	
Quote No	Nil	
Quote Date	08-02-2022	
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	10,000.00	0.85	0.00	18.00	10,030.00
Total Order Value . . .					10,030.00

Rupees : Ten Thousand Thirty 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

Measurement Nil

Security Nil

Remarks

For **Summit Sales LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Santosh Tarpaulin**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		SSLLP		Date:		04.02.2022	
Site & Phase :		SSHLP		Time:		10:00	
Supplier				Req.No.		169442	
Material required before date:		10.01.2022		ID No.		73634	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Spacers all in one-RCC 85x60		10,000	Nos			
Remarks: For stock Replenishing purpose							
Prepared By		N.Vanajakshi		Approved by			
Sign. & Date		04.02..2022		Sign. & Date			

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

