E

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	17/2/22	Prepared by	Ramya	Serial no.	- . 2049
Supplier name	SSLLP			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	08/2/22	PO/WO No.	85258	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	415	16/2/2022	33600/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	33600/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	103816	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:	33600/-
Amount E – PO / WO value:	33600/-
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	21/2/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	Ry				
Date	17/02/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED 17 FEB 2022 MINISH PARIKH MANAGER PROCUREMENT

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.

GST No : 36BERPS5253MIZM

TAX INVOICE
BILL OF SUPPLY
CASH / CREDIT BILL

Cell : 9347580520

SAYA SURENDER GUNNY MERCHANT

Dealers in : **Old, New, pp Woven Bags & Plastic Gunny Bags**

5-2-802, Risala Abdulla, Osmangunj , HYDERABAD- 500 012. (T.S.)

Buyer
M/s Summit Sales LLP.
Secunderabad.

State Telengana. State Code 36

GST/UID No: 36ACQFS2044C1Z7

No. 415

Date : 16/2/2022

Delivery Address

State State Code

GST/UID No.:

PO No. & Order Through 85258 169445

Vehicle No/ Transport TS 10UA 9758

S.No	PARTICULARS	HSN CODE	QUANITY	RATE	AMOUNT Rs.	Ps.
1	old Empty Gunny Bg.	6305	2000	16/-	32000	00
				Hamali		
				CGST @	800	00
				SGST @	800	00
				IGST @		
				TOTAL AMOUNT	33600	00

INWARD
Inward No: 17713 Dt: 16/2/22
MRN No: 103816. Dt: 17/2/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 9185 Date: 17/2 Sign:

SUMMIT SALES LLP R.R. DIST. IN WARD No: 9185 Date: 17/2 Sign:

Amount in Words :

TERMS & CONDITIONS :
Goods once sold will not be taken back
Interest will be charged @ 24% per annum if payment is not made on or before 15 days
Our responsibility ceases on the delivery of the goods to the carries.
Subject to Hyderabad Jurisdiction only.

For. SAYA SURENDER GUNNY MERCHANT

Customer's Signature

Purchase Order

 08-02-2022 12:54:43

85258
31.01.22 4:53:34

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

Supplier Details			
Saya Surendar Gunny Merchant #5-2-802, Beside Kishan Gunj Nala, Osmangunjh, Hyderabad-500 012.	**Doc No**	85258	169445
	Doc Date	08-02-2022	
	Quote No	Nil	
GSTIN 36BERPS5253MIZM	**Quote Date**	08-02-2022	
24605466 9347005466	**SupplyType**	Supply	

Kind Attn : Mr.S.Sunrendar

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	4034 - Consumables - Gunny Bag - other - nos	2,000.00	16.00	0.00	5.00	33,600.00
					Total Order Value . . .	**33,600.00**

Rupees : Thirty Three Thousand Six Hundred Only.

Terms and Conditions :-

Specification /	Each bag spprox.1.5mtrs length,2ft width,100kgs capacity,1 bag approx.wt.1 Kg.
Payment Terms	100% as advance
Tax	VAT 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	Included by us.
Warranty	Nil
Advance Paid	Rs 33600/- ....vide cheq.no... dtd........
Other Terms	We reserve the right items not confirming to qlty & specs.Above order for Stock maintain 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 ***Saya Surendar Gunny Merchant***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	04.02.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169445
Material required before date:	10.01.2022	ID No.	73637

No	Description	Size	Quantity	Units	Inward No	Date
1	Gunny bags 85258		2000	Bags		

Remarks: For stock Replenishing purpose

Prepared By	N.Vanajakshi	Approved by	APPROVED BY
Sign.& Date	04.02..2022	Sign. & Date	07 FEB 2022

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

APPROVED BY
07 FEB 2022
SOHAM MODI
MANAGING DIRECTOR