

PURCHASE DIVISION (E)  
Advice for approval for credit to supplier

Date: 23/02/22		Prepared by: Vanajakshi		Serial no.:	
Supplier name: S&LUP Graneth tube rods		Project: S&LUP		HO inward no. 2346	
Firm/Company: S&LUP		PO/WO No. 85162		HO received date:	
PO/WO date: 4/02/22		Scan ID:			
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	689	18/02/22	6,208/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.			/	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A - Bills total (Excluding Transport & Hamali Charges):				6,208/-	
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos.: 104107		Proof of delivery matches MRN		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Amount B - Other Credits : Transportation charges				-	
Amount C - Other Debits :				-	
Amount D (D=A+B-C) - Amount to be credited to the supplier:				6,208/-	
Amount E - PO / WO value:				85,504/-	
Amount F - Difference (A - E):				79,296/-	
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No - wait for balance material <input type="checkbox"/> Other			
Payment - due date		23/02/22			
Remarks: final bill					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	<i>[Signature]</i>	23 FEB 2022			
Date	23/02/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

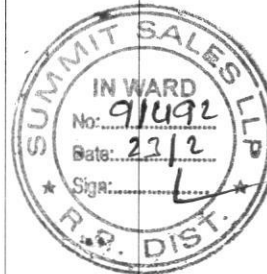
Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 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.



Bill To : <b>SUMMIT SALES LLP</b> 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad  36ACQFS2044C1Z7 Telangana  Ship To : <b>SUMMIT SALES LLP</b> 5-4-187/3&4, 2 Nd Floor, Mg Road,, Secunderabad  36ACQFS2044C1Z7 Telangana	Invoice No. : <b>689</b>  Ref. No. : <b>85162 dt/4/2/2022</b>  Invoice Date : <b>18-Feb-2022</b>  Destination :  Vehicle No. :  E-way Bill No :  Despatch From :
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Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	<b>WHITE CEMENT 25 KG</b>	252329	28 %	<b>10 NO</b>	485.00	NO		<b>4,850.00</b>
	<b>CGST</b>							<b>679.00</b>
	<b>SGST</b>							<b>679.00</b>

INWARD	
Inward No: 17749	Dr: 22/2/22
MRN No: 104102	Dr: 23/2/22
Received By:	Sign: <i>SJ</i>
SUMMIT SALES LLP	



**Total: 6,208.00**

**Total Amount In Words: INR Six Thousand Two Hundred Eight Only**

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
252329	4,850.00	14%	679.00	14%	679.00	1,358.00
<b>Total</b>	<b>4,850.00</b>		<b>679.00</b>		<b>679.00</b>	<b>1,358.00</b>

Tax Amount (in words) : **INR One Thousand Three Hundred Fifty Eight Only**

Company's Bank Details

Bank Name : **HDFC BANK**

A/c No. : **50200014835551**

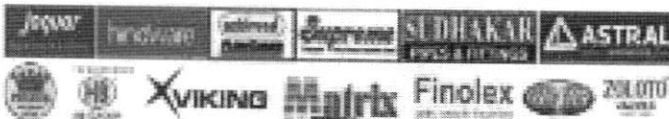
Branch & IFS Code: **PG ROAD, SEC-BAD & HDFC0000042**

For GANESH TUBE TRADERS



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

BB  
BB



# Purchase Order

Page(s) 1 Of 1

04-02-2022 18:07:42

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



85162  
31.01.22 4:50:17

Supplier Details			
Ganesh Tube Traders 5-1-373/11, old Ghasmandi, Ranigunj, Sec- 3.  GSTIN 36ADBPJ8881C1ZJ 9246330441.	Doc No	85162	169435
	Doc Date	04-02-2022	
	Quote No	Nil	
	Quote Date	04-02-2022	
	SupplyType	Supply	
	66568587/ 66384751		
	9949248666		

**Kind Attn : Sandeep Jain**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6549 - Paints - White Cement - 25kgs - bags	10.00	485.00	0.00	28.00	6,208.00
2 6548 - Paints - Janata Paste - NA - kgs 500 GRMS	20.00	60.00	0.00	18.00	1,416.00
3 7109 - Plumbing - other - Araldite - other - gms 1 kg	60.00	1,100.00	0.00	18.00	77,880.00
<b>Total Order Value . . .</b>					<b>85,504.00</b>

Rupees : Eighty Five Thousand Five Hundred Four 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**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. Final payment as per actual weightment.  
Above order for Stock Replenishing purpose.**Completion Date** Nil**Measurement** 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.

DELIVERY DETAILS			
S.no.	Q.	Bill Dt.	Amount
1.	673	11/2/22	79,296/-
2.			
3.			

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Ganesh Tube Traders**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

Contact :-



### Requisition Form

Company Name:		SSLLP		Date:		02.02.2022	
Site & Phase :		SSHLP		Time:		10:00	
Supplier				Req.No.		169435	
Material required before date:		10.01.2022		ID No.		73539	
No	Description	Size	Quantity	Units	Inward No	Date	
1	White cement <i>Ganesh Tube</i>	25kg	10	Bags			
2	Janatha paste <i>" 85762</i>	500grms	20	Nos			
3	Araldite <i>"</i>	1kg	60	Nos			
4	Green hose pipe <i>Tinkru</i>	3/4"	20	Bundles			
Remarks: For stock Replenishing purpose							
Prepared By		N.Vanajakshi		Approved by		<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p style="margin: 0;"><b>APPROVED BY</b></p> <p style="margin: 0; font-size: 1.2em;"><b>03 FEB 2022</b></p> <p style="margin: 0; font-size: 0.8em;">SOHAM MODI MANAGING DIRECTOR</p> </div>	
Sign.& Date		02.02..2022		Sign. & Date			

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

