

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 25/2/22		Prepared by: Ramya		Serial no. 2429	
Supplier name: Supreme Agencies				HO inward no.	
Firm/Company: SLLP		Project: SHLP		HO received date	
PO/WO date: 22/2/22		PO/WO No. 85795		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	5158	24/2/22	15,548.00	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				15,548.00	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.: 104191	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:				15,548.00	
Amount E – PO / WO value:				15,548.00	
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		28/2/22			
Remarks: Final Bill					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Ramya				
Sign:		23 FEB 2022			
Date	25/2/22				
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.

**Supreme Agencies**

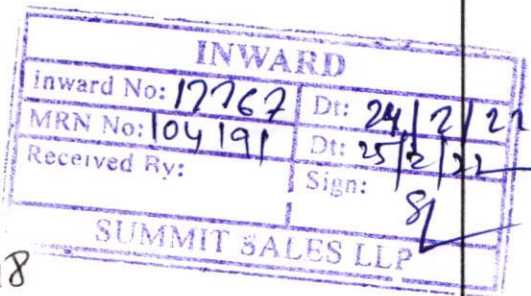
Original For Buyer

GST INVOICE

Branch Office & Godown: 8-7-21, Old Bowenpally, Secunderabad - 500011 Tel: (040) 48543886, 48543889 Email: info@supremehyd.co.in

Name and Address of Buyer C2260 SUMMIT SALES LLP 3 5-4-187/3&4, II ND FLOOR M G ROAD SECUNDERABAD - 500003, Telangana Buyer's GSTIN No: 36ACQFS2044C1Z7		GSTIN No : 36ABWPS5297A1Z1	
		Tax Invoice No. 5158	Invoice Date 24-Feb-22
		DC No. & Date. /	Due Date 24-Feb-22
		P.O. No. 85795/169499	P.O. Date 22-Feb-22
		Terms of Payment AGANIST DELIVERY	Mode Of Dispatch ROAD
Consignee Delivery Address C2260 SUMMIT SALES LLP SITE CHERLAPALLY, BEHIND KINGSTON PG COLLAGE HYDERABAD, Telangana State Code : 36.		Transporter Name DCM	Vehicle No TS10UA9758
		L/R No.	L/R Date
		Freight Terms	Bill Type GST Bill

S. No.	DESCRIPTION	HSN Code	No. of Pkgs	Quantity Unit	Rate Per Unit	Amount (Rs.)	GST %	GST Amount
1	DURA FIL 25MMX1220MMX2000MM DAWN - DURA FIL EACH SHEET OF 1.22X2=2.44 SQMTR, 20 SHEETS 2.44=48.8 SQMTR	39211900	1	48.80 SQM	270.00	13176.00	18.00	2371.68
Total								
			1	48.80 SQM		13176.00		2371.68



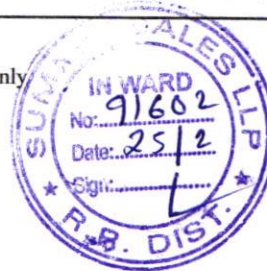
9246364748

GST Sum In Words:

Rupees Two Thousand Three Hundred Seventy-One And Sixty-Eight Paise Only

Bill Amount In Words:

Rupees Fifteen Thousand Five Hundred Forty-Eight Only



Gross Total	13176.00
Freight Amt	0.00
CGST Amt	1,185.84
SGST Amt	1,185.84
IGST Amt	0.00
Round off	0.32
Total Amount	15548.00

Terms & Conditions:

- Our risk responsibility ceases after goods leave our godown.
- Failure to pay on due date will attract interest @ 24% p.a.
- All payments to be made through a crossed cheque / NEFT / RTGS
- Goods Once Sold Cannot be taken back or Exchange.
- All disputes are subject to Hyderabad jurisdiction only.

For Supreme Agencies

Authorised Signatory

Registered Office: 10-5-127, Fathenagar, Hyderabad - 500018

Purchase Order

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22-02-2022 14:59:56

01


85795
14.02.22 2:32:35

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

Supplier Details			
Supreme Agencies		Doc No	85795 169499
Fatehnagar		Doc Date	22-02-2022
		Quote No	Nil
		Quote Date	21-02-2022
		SupplyType	Supply
GSTIN 36ABWPS5297A1Z1	23771946		
23776002	9849137074		

Kind Attn : Mr. Rajesh

Purchase Order for the Supply of following Items.

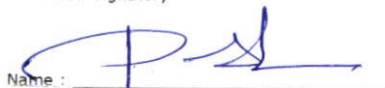
Item Name	Qty	Rate	Dis%	GST	Amount
1 6066 - Miscellaneous - Armor Board - NA - Nos 8' x 4'	20.00	658.80	0.00	18.00	15,547.68
Total Order Value . . .					15,547.68
Rupees : Fifteen Thousand Five Hundred Fourty Seven and Paise Sixty Eight Only.					

Terms and Conditions :-

Specification /	All items shall be of "Supreme" brand, according to above size, each board 2 mtrs x 1.22 mtrs @ 270/- / sq.mtr.
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 you us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, above order is for Stock maintainace Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory



Name : _____

Contact : -

Accepted the above Terms And Conditions

For **Supreme Agencies**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:	SSLLP	Date:	21.02.2022			
Site & Phase :	SSHLP	Time:	1:00			
Supplier		Req.No.	169499			
Material required before date:		ID No.	74073			
No	Description	Size	Quantity	Units	Inward No	Date
1	Armour Board 85795	8x4	20	Nos		
Remarks: For Stock Replenishing purpose						
Prepared By	N.Vanajakshi	Approved by				
Sign.& Date	21.02..2022	Sign. & Date				

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

APPROVED
21 FEB 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

APPROVED BY
22 FEB 2022
SOHAM MODI
MANAGING DIRECTOR