PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	3/3/22	Prepared by	T.D. [illegible]	Serial no.	2646
Supplier name	Sri Laxmi Ganesh Steels of Hardware			HO inward no.	
Firm/Company	SSIAP	Project	SHCP	HO received date	
PO/WO date	3/3/22	PO/WO No.	86081	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	C036	28/2/22	12,272-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	12,272-00
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	1011424	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:	12,272-00
Amount E – PO / WO value:	12,272-00
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	07/08/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. [illegible]				
Sign:	[signature]	[signature]			
Date	3/3/22	03 MAR 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.

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GSTIN - 36ARPPK9655D2ZA
VAT TIN - 36513674953

TAX Invoice

Ph : 09542575725

SRI LAXMI GANESH STEELS & HARDWARE

Dealers in : Iron & Steel, Casting, Wire Mesh, Design Articals

6-6-125/A/2, Beside SBH, Kavadiguda, Secunderabad, Telangana - 500080.

Email : srilaxmiganeshsteels@gmail.com

P.O.No: 8608

M/s. Summit Sales LLP
M.G. Road

Party's GSTIN 36ACQFS2044C1Z7

Invoice No.: 438
Date : 28/2/22
Transporter :
L.R. No. :

HSN	Description	Qty.	Rate	Amount Rs.	Ps.
	MS SQ Hinges	100 Nos	95/-	9500=	~
	Khate Lock Patti	10 kg	90/-	900=	~
			Total	10400=	~
			SGST @ 9 %	936=	~
			CGST @ 9 %	936=	~
			IGST @ 18 %		
			Roundup		
			Grand Total	12272=	~

INWARD
Inward No: 10633 Dt: 28/2/22
MRN No: 1011124 Dt: 28/2/22
Received By: Sign:
SUMMIT SALES LLP

Bank Details :
Sri Laxmi Ganesh Steels & Hardware
C/A : 36998265647
Bank: SBI, Kavadiguda, Sec-bad.
IFSC Code No. : SBIN0020312

Rupees In words :

SUMMIT SALES LLP
IN WARD
No: 91825
Date: 3/3
Sign:
R.R. DIST.

For Sri Laxmi Ganesh Steels & Hardware

Signature

E & O.E
Terms & Conditions
Subject to hyderabad jurisdiction only
Goods once sold will not be taken back or Exchange

Purchase Order

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86081
28.02.22 2:52:27

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

Supplier Details

Sri Laxmi Ganesh Steels & Hardware
Shop no. 6-6-125/A/2, Kavadiguda main road, Beside SBH, Secunderabad

GSTIN 36ARPPK9655D2ZA

9246205245/9542575725

Doc No	86081	169526
Doc Date	03-03-2022	
Quote No	Nil	
Quote Date	03-03-2022	
SupplyType	Supply	

Kind Attn : G. Anil

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2126 - Carpentry - hardware - MS Hinges - 8 In - nos	100.00	95.00	0.00	18.00	11,210.00
2	8015 - Steel - other - MS Gate Lock Patti - 1 1/2 In - nos *in kgs*	10.00	90.00	0.00	18.00	1,062.00
					Total Order Value . . .	**12,272.00**

Rupees : Twelve Thousand Two Hundred Seventy Two Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivary & Production of bill
Tax	Included in the above price
Delivery Date	Material delivered.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We resreve the right to reject the item not confirming to the specifications . Above order for SOV MS fabrication work 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 delivery/DC can be sent by email.'

For *Summit Sales LLP*
Authorised Signatory

03/03/2022

Name : ____________

Accepted the above Terms And Conditions
For *Sri Laxmi Ganesh Steels & Hardware*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	03/03/2022
Site & Phase :	SUMMIT HOUSING LLP	Time:	14:30
Supplier		Req. No.	169526
Material required before date:		ID No.	74339

No	Description	Size	Quantity	Units	Inward No	Date
1	MS SQUARE HINGES	8''	100	NOS		
2	GATE LOCK PATTI	STD	10	KGS		
3						
4						
5						
6	8609					
7						
8						

Remarks: ABOVE ORDER FOR GATES PURPOSE.

Prepared By	T.D. MURTHY	Sign. & Date	
Date:	03/03/2022		

03 MAR 2022

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