

PURCHASE DIVISION  
Advice for approval for credit to supplier

|                                                                                                                                                                                                                                        |                  |                                                                                                                                                                 |             |                                                                     |                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------------------------------------------------------|------------------|
| Date: 07/3/22                                                                                                                                                                                                                          |                  | Prepared by: Ranya                                                                                                                                              |             | Serial no. 2689                                                     |                  |
| Supplier name: Global Safety Solutions.                                                                                                                                                                                                |                  | Project: SHELIP                                                                                                                                                 |             | HO inward no.                                                       |                  |
| Firm/Company: SHELIP                                                                                                                                                                                                                   |                  | PO/WO No. 85465                                                                                                                                                 |             | HO received date                                                    |                  |
| PO/WO date: 14/2/22                                                                                                                                                                                                                    |                  | Scan ID.                                                                                                                                                        |             |                                                                     |                  |
| Sl no.                                                                                                                                                                                                                                 | Bill no.         | Bill date                                                                                                                                                       | Bill amount | Original attached                                                   |                  |
| 1.                                                                                                                                                                                                                                     | 1875             | 28/2/22                                                                                                                                                         | 2,213.00    | <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):                                                                                                                                                                         |                  |                                                                                                                                                                 |             | 2,213.00                                                            |                  |
| 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: 104535                                                                                                                                                                                                                        |                  | 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:                                                                                                                                                                            |                  |                                                                                                                                                                 |             | 2,213.00                                                            |                  |
| Amount E – PO / WO value:                                                                                                                                                                                                              |                  |                                                                                                                                                                 |             | 2,212.50                                                            |                  |
| Amount F – Difference (A – E):                                                                                                                                                                                                         |                  |                                                                                                                                                                 |             | -                                                                   |                  |
| 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                                                                                                                                                                                                                     |                  | 14/3/22                                                                                                                                                         |             |                                                                     |                  |
| Remarks: final Bill                                                                                                                                                                                                                    |                  |                                                                                                                                                                 |             |                                                                     |                  |
|                                                                                                                                                                                                                                        |                  |                                                                                                                                                                 |             |                                                                     |                  |
| Approved by                                                                                                                                                                                                                            | Purchase Officer | Purchase Manager                                                                                                                                                | MD          | Accountant                                                          | Accounts Manager |
| Name:                                                                                                                                                                                                                                  | Ranya            |                                                                                                                                                                 |             |                                                                     |                  |
| Sign:                                                                                                                                                                                                                                  | <i>Ranya</i>     |                                                                                                                                                                 |             |                                                                     |                  |
| Date                                                                                                                                                                                                                                   | 07/3/22          |                                                                                                                                                                 |             |                                                                     |                  |
| 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

GLOBAL SAFETY SOLUTIONS

#5-5-48, Ranigumfi,

Secunderabad-500003

GSTIN/UIN: 36AAOFG9573A1Z5

State Name : Telangana, Code : 36

Contact : 9581228898/9502555088

E-Mail : gss.infoteam@gmail.com

Buyer (Bill to)

Summit Sales LLP

M G Road, Secunderabad

GSTIN/UIN : 36ACQFSS2044C1Z7

State Name : Telangana, Code : 36

Invoice No.

1875

Delivery Note

1875 dt. 28-Feb-22

Reference No. & Date:

1875 dt. 28-Feb-22

Buyer's Order No

85265

Dispatch Doc No.

Dispatched through

Destination

Terms of Delivery

SI

Description of Goods

HSN/SAC

GST

Quantity

Rate

per

Disc %

Amount

1 Freeman Steel Measuring Tape Topline 30 x 9.5 90178010 18 % 5.00 Nos 375.00 Nos 168.75 9 % 168.75 9 % 0.50

CGST@9%  
SGST@9%  
Round Off

|                  |            |
|------------------|------------|
| INWARD           |            |
| Inward No: 17805 | Dr: 4/3/22 |
| SRN No: 104535   | Dr: 4/3/22 |
| Received By:     | Sign:      |



Amount Chargeable (in words)

INR Two Thousand Two Hundred Thirteen Only

HSN/SAC

90178010

| Taxable | Value    | Rate | Amount | Rate | Amount | State Tax | Tax Amount | Total  |
|---------|----------|------|--------|------|--------|-----------|------------|--------|
|         | 1,875.00 | 9%   | 168.75 | 9%   | 168.75 |           | 337.50     | 337.50 |
| Total   | 1,875.00 |      | 168.75 |      | 168.75 |           | 337.50     | 337.50 |

Tax Amount (in words) : INR Three Hundred Thirty Seven and Fifty paise Only

Company's PAN

AAOFG9573A

Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Company's Bank Details

Bank Name

AXIS BANK

A/c No.

919020070179320

Branch & IFS Code: MG Road, Secunderabad & UTTIB0000068

for GLOBAL SAFETY SOLUTIONS

Customer's Seal and Signature

This is a Computer Generated Invoice



GSTIN : 36AAOFG9573A1Z5

DELIVERY CHALLAN

☎ : +91 6281248297

+91 9581228898

+91 9502555088

**GSS**

# GLOBAL SAFETY SOLUTIONS

Manufacturers Representatives and Marketers of Industrial and Safety Products.

# 5-5-48, Ranigunj, Secunderabad - 500 003. T.S.

E-mail : gss.infoteam@gmail.com

To,

Summit Sales LLP

No.

1875

Date

22/02/2022

Against your order No. 85465 - 169465

PARTY GSTIN :

Date

| S. No.           | PARTICULARS             | QTY.   | RATE  | HSN CODE | TAX |
|------------------|-------------------------|--------|-------|----------|-----|
| 1                | Measuring tape 20 mts ✓ | 5 Nos. | 375/- |          |     |
| <div><br/></div> |                         |        |       |          |     |

Goods once sold will not be taken back or exchanged.

Received the materials in good condition.

Subject to Secunderabad Jurisdiction

Signature of Customer.

For **GLOBAL SAFETY SOLUTIONS**

## Purchase Order

Page(s) 1 Of 1

14-02-2022 13:46:46

Orig



31.01.22 4:53:35

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

### Supplier Details

Global Safety Solutions  
5-5-48, Ranigunj, secunderbad

**GSTIN** 36AAOFG9573A1Z5

9502555088/9581228898

|                   |            |        |
|-------------------|------------|--------|
| <b>Doc No</b>     | 85465      | 169465 |
| <b>Doc Date</b>   | 14-02-2022 |        |
| <b>Quote No</b>   | Nil        |        |
| <b>Quote Date</b> | 14-02-2022 |        |
| <b>SupplyType</b> | Supply     |        |

**Kind Attn : Mr.Qasim Hussain/AQ Shakir**

Purchase Order for the Supply of following Items.

| Item Name                                                         | Qty  | Rate   | Dis% | GST   | Amount          |
|-------------------------------------------------------------------|------|--------|------|-------|-----------------|
| 1 2115 - Carpentry - hardware - Measuring tape - 30mtrs - nos PVC | 5.00 | 375.00 | 0.00 | 18.00 | 2,212.50        |
| <b>Total Order Value . . .</b>                                    |      |        |      |       | <b>2,212.50</b> |

Rupees : Two Thousand Two Hundred Twelve and Paise Fifty Only.

### Terms and Conditions :-

|                          |                                                                                                                                                                    |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Specification /</b>   | As per details given in the quotation.                                                                                                                             |
| <b>Payment Terms</b>     | Within 15days of delivery of all materials & production of bill.                                                                                                   |
| <b>Tax</b>               | All taxes included in above price.                                                                                                                                 |
| <b>Delivery Date</b>     | Next day.                                                                                                                                                          |
| <b>Delivery Location</b> | Summit Housing LLP<br>Cherlapally, Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra                                                            |
| <b>Penalty For Delay</b> | Nil                                                                                                                                                                |
| <b>Transportation</b>    | Transport cost shall be borne by us.                                                                                                                               |
| <b>Warranty</b>          | Nil                                                                                                                                                                |
| <b>Advance Paid</b>      | Nil                                                                                                                                                                |
| <b>Other Terms</b>       | We reserve the right to reject items not conforming to quality and specifications. Final payment as per actual weightment. Above order for stock maintain purpose. |
| <b>Completion Date</b>   | Nil                                                                                                                                                                |
| <b>Measurment</b>        | Nil                                                                                                                                                                |
| <b>Security</b>          | NIL                                                                                                                                                                |
| <b>Remarks</b>           |                                                                                                                                                                    |

For **Summit Sales LLP**

Authorised Signatory

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

Accepted the above Terms And Conditions

For **Global Safety Solutions**

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

# Requisition Form

| Company Name:                           |                                   | SSLLP        |          | Date:        |           | 10.02.2022 |  |
|-----------------------------------------|-----------------------------------|--------------|----------|--------------|-----------|------------|--|
| Site & Phase :                          |                                   | SSHLP        |          | Time:        |           | 10:00      |  |
| Supplier                                |                                   |              |          | Req.No.      |           | 169465     |  |
| Material required before date:          |                                   | 10.01.2022   |          | ID No.       |           | 73776      |  |
| No                                      | Description                       | Size         | Quantity | Units        | Inward No | Date       |  |
| 1                                       | Measurment Tapes <i>PVC 85465</i> | 30mtr        | 5        | Nos          |           |            |  |
| 2                                       | Bombay Nails                      | 2"           | 25       | Kgs          |           |            |  |
| 3                                       | Bombay Nails                      | 2 1/2"       | 25       | Kgs          |           |            |  |
| 4                                       | Bombay Nails <i>85466</i>         | 3"           | 25       | Kgs          |           |            |  |
| 5                                       | MS Nails                          | 2"           | 50       | Kgs          |           |            |  |
| Remarks: For Stock Repleneshing purpose |                                   |              |          |              |           |            |  |
| Prepared By                             |                                   | N.Vanajakshi |          | Approved by  |           |            |  |
| Sign.& Date                             |                                   | 10.02..2022  |          | Sign. & Date |           |            |  |

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

