PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	19/03/22	Prepared by	Ramya	Serial no.	UC 2259
Supplier name	Vasanth Enterprises			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	16/3/22	PO/WO No.	86381	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	VE21-22/644	17/3/22	35,400	☑ Yes ☐ No
2.				☐ Yes ☐ No
3				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	35,400/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos	105014	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:	35,400/-
Amount E – PO / WO value:	34928/-
Amount F – Difference (A – E):	472
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	28/03/22
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Ramya				
Sign:	R				
Date	19/3/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
21 MAR 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.

Tax Invoice

(ORIGINAL FOR RECIPIENT)

VASANTH ENTERPRISES

Vasanth Enterprises
6-3-456/9, Dwarkapuri Colony,
Hyderabad
GSTIN/UIN: 36AGJPM2697Q1ZF
State Name : Telangana, Code : 36

Invoice No. **VE21-22/644**	Dated **17-Mar-2022**
Delivery Note	Mode/Terms of Payment
Supplier's Ref.	Other Reference(s)
Buyer's Order No. **86381**	Dated **14-Mar-2022**
Despatch Document No.	Delivery Note Date
Despatched through	Destination
Terms of Delivery	

Consignee
SUMMIT SALES LLP
Cherilapally Behind Kingston
PG College Hyderabad
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Buyer (if other than consignee)
SUMMIT SALES LLP
5-4-187 / 3 AND 4, 3rd Floor Soham
Mansion M.G Road Secunderbad-500003
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**Recron 3S CT 2012** *Polyester Staple Fiber* *80 Pkts x 10 Bags x 10 Kgs*	55032000	**100.000 kgs**	300.00	kgs	**30,000.00**
	SGST Tax					**2,700.00**
	CGST Tax					**2,700.00**
	Total		**100.000 kgs**			**₹ 35,400.00**

Amount Chargeable (in words) E. & O.E

Indian Rupees Thirty Five Thousand Four Hundred Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
55032000	30,000.00	9%	2,700.00	9%	2,700.00	5,400.00
Total	**30,000.00**		**2,700.00**		**2,700.00**	**5,400.00**

Tax Amount (in words) : **Indian Rupees Five Thousand Four Hundred Only**

INWARD
Inward No: 17896 Dt: 19/3/22
GRN No: 105014 Dt: 19/3/22
Received By: Sign:

SUMMIT SALES LLP
IN WARD
No: 92378
Date: 19/3
Sign:

Company's PAN : **AGJPM2697Q**

SUMMIT SALES LLP

Company's Bank Details
Bank Name : **ICICI Bank**
A/c No. : **004005018031**
Branch & IFS Code : **MADHAPUR BRANCH & ICIC0000040**

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

Customer's Seal and Signature

for Vasanth Enterprises

VASANTH ENTERPRISES Hyderabad GSTIN: 36AGJPM2697Q1ZF

Authorised Signatory

This is a Computer Generated Invoice

37.50

Purchase Order

 14-03-2022 13:01:57

86381
28.02.22 2:52:29

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

Supplier Details			
M/S. Vasanth Enterprises	**Doc No**	86381	169560
# 6-3-456/9, Dwarkapuri colony, Panjagutta, Hyderabad - 500 084.	**Doc Date**	14-03-2022	
	Quote No	NIL	
GSTIN 36AGJPM2697Q1ZF	**Quote Date**	14-03-2021	
040-67116892 9391678892.	**SupplyType**	Supply	

Kind Attn : Mr. Prakash.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	1012 - Building material - Polyster Fibres - 6mm - pkts *10 bags*	800.00	37.00	0.00	18.00	34,928.00
				Total Order Value . . .		**34,928.00**

Rupees : Thirty Four Thousand Nine Hundred Twenty Eight Only.

Terms and Conditions :-

Specification /	All items shall be of 'Reliance' brand. 125gms per each pkt.
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
Penality 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. Above order for Stock maintance 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 invoice 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

Name : ____________

Accepted the above Terms And Conditions

For ***M/S. Vasanth Enterprises***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	11.03.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169560
Material required before date:		ID No.	74626

No	Description	Size	Quantity	Units	Inward No	Date
1	Recron 86381		800	Nos		
2	Mastic pad 86380	6'x4'	20	Nos		

Remarks: For Stock Replenish purpose

Prepared By	Vanajakshi	Approved by	APPROVED BY
Sign.& Date	11.03..2022	Sign. & Date	12 MAR 2022 SOHAM MODI MANAGING DIRECTOR

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