

Supplier Expense Bill

Supplier Name: Fast Supplies Ltd.
Supplier GSTIN: 22AAAAA0000A1Z5
Address: 12, Industrial Area, New City, State - 123456

Bill No: FS/EXP/2024/0512
Bill Date: 12-Jun-2024
Due Date: 27-Jun-2024

Bill To:
Prime Solutions Pvt. Ltd.
456 Office Park, Sector 3
Urban City, State - 654321
GSTIN: 33BBBBB1111B2Z6

#	Description	HSN/SAC	Quantity	Unit Price	Amount	Taxable Value	CGST (%)	CGST Amt	SGST/UTGST (%)	SGST/UTGST Amt	Total
1	Office Stationery	4817	10	â,¹ 300.00	â,¹ 3,000.00	â,¹ 3,000.00	9	â,¹ 270.00	9	â,¹ 270.00	â,¹ 3,540.00
2	Printer Ink Cartridges	8443	2	â,¹ 1,250.00	â,¹ 2,500.00	â,¹ 2,500.00	9	â,¹ 225.00	9	â,¹ 225.00	â,¹ 2,950.00
Total					â,¹ 5,500.00	â,¹ 5,500.00		â,¹ 495.00		â,¹ 495.00	â,¹ 6,490.00

Amount in Words:
Six Thousand Four Hundred Ninety Only

Supplier Bank Details:
Bank: Apex Bank
A/C No: 1234567890
IFSC: APXB0000123

Declaration:
Goods once sold will not be taken back or exchanged.

For Fast Supplies Ltd.

Authorized Signatory

Important Notes

- Ensure all tax details such as GSTIN, HSN/SAC codes, and tax rates are mentioned accurately.
- Double-check invoice and supplier details for compliance and accounting purposes.
- Retain the supplier expense bill for audit and input tax credit claims.
- Disputes, if any, must be raised within 7 days of receipt of goods.
- Bank details are for NEFT/RTGS payments only.