

# Standard Bill Submission Document

Bill No.

: 00123

Date

: 2024-06-17

Vendor Name

: ABC Traders Pvt. Ltd.

GST No.

: 22AAAAB1234C1Z0

Address

: 123 Main Street, Business District, City - 560001

## BILL DETAILS

S. No.	Description of Goods/Services	HSN/SAC	Qty	Unit Price	Total
1	Printing Paper A4 (500 Sheets/Pack)	4820	10	300.00	3,000.00
2	Office Stationery Set	9608	5	450.00	2,250.00
Subtotal					5,250.00
GST (18%)					945.00
Total Amount					6,195.00

## BANK DETAILS (FOR PAYMENT)

Account Name

: ABC Traders Pvt. Ltd.

Account No.

: 1234567890

Bank Name

: XYZ Bank

IFSC Code

: XYZB0000123

## DECLARATION

I/we certify that the above particulars are correct and the goods/services mentioned have been supplied in accordance with the approved order.

Authorized Signatory:

Date:

- Ensure all fields are filled out accurately and legibly.
- Attach all supporting documents (e.g., purchase order, delivery receipt).
- Bank details should match those registered with the organization.
- GST and tax calculations must be accurate and as per applicable rates.
- Signed and authorized bills only will be processed for payment.