E

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	25/03/22	Prepared by	~~Vasavi~~ Ramya	Serial no.	2030
Supplier name	Sri Balaji Enterprises			HO inward no.	
Firm/Company	SSCCP	Project	SHLLP	HO received date	
PO/WO date	14/2/22	PO/WO No.	85473	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	199	24/03/22	82,300/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	82,300/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	105355	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:	82,300/-
Amount E – PO / WO value:	293,478/-
Amount F – Difference (A – E):	2,11,178
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~~ Part Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya	Prabhakar			
Sign:	[signature]	APPROVED [signature]			
Date	25/03/	26 MAR 2022			
Approval limit	Upto 20k	Above 20k P. PRABHAKAR MANAGER PURCHASE	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

SRI BALAJI ENTERPRISES

14-1-418, NEAR ROCKET GROUND
NEW AGHAPURA HYDERABAD
500001 T.S
Phone no.: 9030605690
Email: seetaram.joshi@yahoo.com
GSTIN: 36AEIPJ0494H1ZF
State: 36-Telangana

Invoice No. **199**	Date **24-03-2022**
Place of supply **36-Telangana**	PO date **14-02-2022**
PO number **85473**	Vehicle Number **TS12UC-8002**

Bill To

SUMMIT SALES LLP

5-4-187/3& 4, 2 nd Floor,
MG Road, Secunderabad - 03

Contact No.: 9502277299

GSTIN Number: 36ACQFS2044C1Z7

State: 36-Telangana

Ship To

SUMMIT HOUSING LLP
Cherlapally Behind Kingston PG College
pin cod -500051 (R.R. DSTI)

#	Item name	HSN/ SAC	Quantity	Unit	Price/ Unit	Discount	GST	Amount
1	DIVA SS MORTISE LOCK HL 170 ASS	8301	21	SET	₹ 4,610.00	₹ 43,564.50 (45%)	₹ 9,584.19 (18%)	₹ 62,829.69
2	DOOR STOPPER -NA	8302	150	NOS	₹ 110.00	₹ 0.00 (0%)	₹ 2,970.00 (18%)	₹ 19,470.00
	Total		**171**			**₹ 43,564.50**	**₹ 12,554.19**	**₹ 82,299.69**

Invoice Amount In Words

Eighty Two Thousand Three Hundred Rupees only

Amounts:

Sub Total	₹ 82,299.69
Round off	₹ 0.31
Total	**₹ 82,300.00**
Received	₹ 0.00
Balance	₹ 82,300.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
8301	₹ 53,245.50	9%	₹ 4,792.10	9%	₹ 4,792.10	₹ 9,584.19
8302	₹ 16,500.00	9%	₹ 1,485.00	9%	₹ 1,485.00	₹ 2,970.00
Total	**₹ 69,745.50**		**₹ 6,277.10**		**₹ 6,277.10**	**₹ 12,554.19**

Terms and conditions:

GOODS ONCE SOLD WILL NOT BE TAKEN BACK
SUBJECT TO HYDERABAD JURI ATTRACT INTEREST AT 24% P.A.SDICTION.
PAYMENT POST DUE DATE WILL

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder Name: SRI BALAJI ENTERPRISES

For, SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES SBE HYD.

Authorized Signatory

INWARD
Inward No: 17937 Dt: 25/3/22
MRN No: 105355 Dt: 25/3/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 92662
Date: 25/3
Sign:

e-Way Bill

E-Way Bill No:	**1114 5276 3925**
E-Way Bill Date:	**24/03/2022 01:08 PM**
Generated By:	**36AEI PJ049 4H1ZF - SRI BALAJI ENTERPRISES**
Valid From:	**24/03/2022 01:08 PM [23Kms]**
Valid Until:	**25/03/2022**

Part - A

GSTIN of Supplier	**36AEIPJ0494H1ZF,SRI BALAJI ENTERPRISES**
Place of Dispatch	**Hyderabad,TELANGANA-500001**
GSTIN of Recipient	**36ACQ FS204 4C1Z7 ,SUMMIT SALES LLP**
Place of Delivery	**CHERLAPALLY,TELANGANA-500051**
Document No.	**199**
Document Date	**24/03/2022**
Transaction Type:	**Regular**
Value of Goods	**82299.69**
HSN Code	**8301 - LOCK HL 170 ASS(+1)**
Reason for Transportation	**Outward - Supply**
Transporter	

Part - B

Mode	Vehicle / Trans Doc No & Dt.	From	Entered Date	Entered By	CEWB No. (If any)	Multi Veh.Info (If any)
Road	TS12UC8002	Hyderabad	24/03/2022 01:08 PM	36AEIPJ0494H1ZF	-	-

111452763925

SRI BALAJI ENTERPRISES SBE HYD.

Purchase Order

 14-02-2022 12:36:11

85473
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			
Sri Balaji Enterprises	**Doc No**	85473	169467
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	14-02-2022	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	14-02-2022	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	40.00	4,610.00	45.00	18.00	119,675.60
2	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	120.00	1,060.00	45.00	18.00	82,552.80
3	2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	280.00	395.00	45.00	18.00	71,779.40
4	2092 - Carpentry - hardware - Door Stopper - NA - nos	150.00	110.00	0.00	18.00	19,470.00
				Total Order Value . . .		**293,477.80**

Rupees : Two Lakh(s) Ninty Three Thousand Four Hundred Seventy Seven and Paise Eighty Only.

APPROVED BY
16 FEB 2022
SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL
☑ High Value/quantity beyond limits.
☐ Po/Rou... approval.
☐ Approval for technical details/clarification.
☐ Replenishing SSLLP stock
☐ Other

Terms and Conditions :-

Specification /	Hardware is Dorset
Payment Terms	50% advance balanceafter delivery
Tax	Inclusive of all GST taxes
Delivery Date	with in 7 days.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Extra.
Warranty	Hardware mortise lock 5 yeras warranty, cylyndrical lock and henges 1 yr, manufacturing warranty.
Advance Paid	Rs. 1,46,000-00, by RTGS/NEFT, dated........
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for stock revision, 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.'

... DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	193	1/3/22	1,54,332/-
2.			
3.	199	24/03/22	82,300/-
4.			
5.			

Bal: 56,846

For *Summit Sales LLP*
Authorised Signatory
14/02/2022
Name : ____________

Accepted the above Terms And Conditions
For *Sri Balaji Enterprises*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	10.02.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169467
Material required before date: 10.01.2022		ID No.	73781

No	Description	Size	Quantity	Units	Inward No	Date
1	Non-WPC-Paneldoor-Internal bedroom	32"x82"	30	Nos		
2	Non-WPC-Paneldoor	26"x82"	20	Nos		
3	Non-WPC-Paneldoor-Internal bathroom	26"x80"	20	Nos		
4	Mortise lock		40	Nos		
5	Cylindrical lock		120	Nos		
6	SS-Hinges		280	Nos		
7	Magnetic door stopper		150	Nos		

Remarks: For Stock Repleneshing purpose

Prepared By	N.Vanajakshi	Approved by	APPROVED BY 12 FEB 2022 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	10.02..2022	Sign. & Date	

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