(6)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	9/04/22	Prepared by	Vanajatthi	Serial no.	. 2999
Supplier name	Overseas Hardware & Tools Centre			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	25/03/22	PO/WO No.	86744	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	OHTC/0020	8/04/22	84,292/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	84,292/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:		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:	84,292/-
Amount E – PO / WO value:	84,292/-
Amount F – Difference (A – E):	-
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	18/04/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajatthi	Prabhakar			
Sign:	[signature]	[signature]			
Date	9/04/22	09 APR 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED 09 APR 2022 P. PRABHAKAR MANAGER PURCHASE

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.

OVERSEAS Hardware & Tools Centre

The exclusive shop for best Hardware

All correspondence to 62-D, Shop No.2, Happy Trade Centre, S.D. Road, Secunderabad - 500 003.
Ph : 27800734, 27717419, Cell : 9393000633, Email : overseashw@yahoo.com, Website : overseashardware.com

(ORIGINAL FOR RECIPIENT)

e-Way Bill No.:
Invoice No. **OHTC/0020** — Dated **8-Apr-22**
Ref. No.

OVERSEAS HARDWARE & TOOLS CENTRE

TAX INVOICE

Party : **SUMMIT SALES LLP**
5-4-187/3 & 4, 2ND.FLOOR, M.G.ROAD
SECUNDERABAD
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Order No.	Dispatch Doc No.	Delivery Note
86744 - 169611 25-Mar-22	Through : DELIVERED AT STORES	NIL dt. 8-Apr-22

Sl No.	Description of Goods and Services	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**DORSET SS CYLINDERICAL LOCK ETTOSS**	8301	**48.00 Nos**	1,060.00	Nos	45 %	**27,984.00**
2	**DORSET SS BEARING HINGES HG1151SS - 4"**	8302	**200.00 Nos**	395.00	Nos	45 %	**43,450.00**
							71,434.00
	CGST						**6,429.06**
	SGST						**6,429.06**
	Less : ***Round Off***						**(-)0.12**
	Total		**248.00 Nos**				**₹ 84,292.00**

INWARD
Inward No: 8000 Dt: 8/4/22
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

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

INR Eighty Four Thousand Two Hundred Ninety Two Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
8301	27,984.00	9%	2,518.56	9%	2,518.56	5,037.12
8302	43,450.00	9%	3,910.50	9%	3,910.50	7,821.00
1234		9%		9%		
9969		9%		9%		
Total	**71,434.00**		**6,429.06**		**6,429.06**	**12,858.12**

Tax Amount (in words) : **INR Twelve Thousand Eight Hundred Fifty Eight and Twelve paise Only**

Company's GSTIN/UIN : **36AAAFO5758M1ZR**
Company's PAN : **AAAFO5758M**

SUMMIT SALES LLP — INWARD No: 93131 Date: 9/4 Sign:

for OVERSEAS HARDWARE & TOOLS CENTRE

Authorised Signatory

**Bank Details : Kotak Mahindra Bank,
S.D. Road, Secunderabad - 500003
A/c. : 0611255493, IFSC : KKBK0000554**

GSTIN : 36AAAFO5758M1ZR

For OVERSEAS HARDWARE & TOOLS CENTRE

Partner

Purchase Order

 25-03-2022 14:06:19

86744
16.03.22 2:13:35

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

Supplier Details			
Overseas Hardware &Tools Centre Shop no.2, 62-D, Happy trade centre, S.D.Road, Secunderabad	**Doc No**	86744	169611
	Doc Date	25-03-2022	
	Quote No	nil	
GSTIN 36AAAFO5758M1ZR	**Quote Date**	23-03-2022	
040-27800734 9989000633	**SupplyType**	Supply	

Kind Attn : MD. Hussain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	48.00	1,060.00	45.00	18.00	33,021.12
2	2285 - Carpentry - hardware - SS Hinges - Others - nos *4 inch*	200.00	395.00	45.00	18.00	51,271.00
				Total Order Value . . .		**84,292.12**

Rupees : Eighty Four Thousand Two Hundred Ninty Two and Paise Twelve Only.

Terms and Conditions :-

Specification /	Hardware is Dorset
Payment Terms	After delivery and production of Bill.
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	Nil
Warranty	Hardware mortise lock 5 yeras warranty, cylyndrical lock and henges 1 yr, manufacturing warranty.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for stock repleneshing 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.'

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

APPROVED BY
26 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*
Authorised Signatory

Name : 25/03/2022

Name : ____________

Accepted the above Terms And Conditions
For *Overseas Hardware &Tools Centre*

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	23.03.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169611
Material required before date:		ID No.	74960

No	Description	Size	Quantity	Units	Inward No	Date
1	Non WPC-Panel door	26"x82"	10	Nos		
2	Non WPC-Panel door internal ,balcony 86740	32"x80"	15	Nos		
3	Cylindrical lock		48	Nos		
4	SS Hinges 86744		200	Nos		

Remarks: For Stock repleneshing purpose.

Prepared By	Vanajakshi	Approved by	APPROVED BY
Sign.& Date	23.03..2022	Sign. & Date	24 MAR 2022 SOHAM MODI MANAGING DIRECTOR

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

APPROVED BY

26 MAR 2022

SOHAM MODI
MANAGING DIRECTOR