PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	08/09/22	Prepared by	C.ohanmo	Serial no.	8032
Supplier name	Sri Balaji Enterprises			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	17/05/22	PO/WO No.	88329	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	48	26/08/22	88,901.20	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			88,901.20
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	111155	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:			88,901.20
Amount E – PO / WO value:			254,514.20
Amount F – Difference (A – E):			165,613
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	12/09/22		
Remarks:	Part bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Chand Mohan	APPROVED			
Sign:	C.ohanmo	[signature]			
Date	08/09/22	08 SEP 2022			
Approval limit	Upto 20k	Above 20k B. PRABHAKAR Sr. 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. **48** Date **26-08-2022** Place of supply **36-Telangana** PO date **17-05-2022** PO number **88329** Vehicle Number **TS07UH0028**
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	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	Masonite 2 pnl Door (82x26)	4418	82X26	20	NOS	₹ 1,836.00	₹ 6,609.60 (18%)	₹ 43,329.60
2	Masonite 2 pnl door (80x26)	4418	80X26	20	NOS	₹ 1,791.00	₹ 6,447.60 (18%)	₹ 42,267.60
3	CARTAGE			1	-	₹ 2,800.00	₹ 504.00 (18%)	₹ 3,304.00
	Total			**41**			**₹ 13,561.20**	**₹ 88,901.20**

Invoice Amount In Words

Eighty Eight Thousand Nine Hundred One Rupees only

Amounts:

Sub Total	₹ 88,901.20
Round off	- ₹ 0.20
Total	**₹ 88,901.00**
Received	₹ 0.00
Balance	₹ 88,901.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 2,800.00	9%	₹ 252.00	9%	₹ 252.00	₹ 504.00
4418	₹ 72,540.00	9%	₹ 6,528.60	9%	₹ 6,528.60	₹ 13,057.20
Total	**₹ 75,340.00**		**₹ 6,780.60**		**₹ 6,780.60**	**₹ 13,561.20**

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

UPI SCAN TO PAY

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder Name: KIRAN DEVI JOSHI

For, SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES SBE HYD.

Authorized Signatory

INWARD
Inward No: 8611 Dt: 27/8/22
MRN No: 11155 Dt: 29/8/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
INWARD No: 98406
Date: 29/8/22
Sign:

Purchase Order

 17-05-2022 12:19:44

88329
27.04.22 12:24:13

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
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	88329	169788
Doc Date	17-05-2022	
Quote No	Nil	
Quote Date	17-05-2022	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	2341 - Carpentry - doors - Panel Door 30 mm - 32 In x 82 In - Nos	60 ~~40.00~~	2,259.00	0.00	18.00	106,624.80
2	2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos	30.00	1,836.00	0.00	18.00	64,994.40
3	2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	10.00	1,791.00	0.00	18.00	21,133.80
4	2360 - Carpentry - doors - Panel Doors - Others - Nos 38"x80"	20.00	2,617.00	0.00	18.00	61,761.20

Rupees : Two Lakh(s) Fifty Four Thousand Five Hundred Fourteen and Paise Twenty Only. **Total Order Value . . . 254,514.20**

Terms and Conditions :-

Specification / Brand	All drros will be 2 panel with mango wood frame, 32 mm thickness, filing will be hardwood, masonite skin original both site, Rate per sft is Rs 146/- including GST
Payment Terms	50% Advance balance after delivery
Tax	GST included in the above prices
Delivery Date	With in 10 days
Delivery Location	Summit Housing LLP Cherlapally ... G college, Hyderabad
	Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	One year replacement warranty
Advance Paid	Rs. 1,27,000-00 by cheque
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Damage is in suppliers account above order is for Stock replanisn 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/ purchase site office. Proof of delivery/DC can be sent by email.

PART DELIVERY DETAILS

S.No.	Bill Dt.	Amount
1. 48	26/08/22	88,901
2.		
3.		
4.		

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

APPROVED BY
17 MAY 2022
SOHAM MODI
MANAGING DIRECTOR

DELIVERY DETAILS

S.No.	Bill	Dt.	Amount
1.	26	09/07/22	~~34,463~~
2.	26	09/07/22	2,25,923/-
3.	48	26/08/22	88,901/-
4.			
5.			

For *Summit Sales LLP*
Authorised Signatory

Name :

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

Name :

Bal - 28,591/-

Date : _/_/_

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	12.05.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169788
Material required before date:		ID No.	76469

No	Description	Size	Quantity	Units	Inward No	Date
1.	Non WPC-Panel door-Internal ~~bedroom~~	32''x82''	40	Nos		
2.	Non WPC Panel door	26''x82''	30	Nos		
3.	Non WPC-Panel door-Internal bathroom	26''x80''	10	Nos		
4.	Non WPC-Panel door-Internal main door	38''x80''	20	Nos		

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88329

Ver Argut

Remarks: For stock replenishig purpose.

Prepared By	Vanajakshi	Approved by	
Sign.& Date	12.05.2022	Sign. & Date	APPROVED 14 MAY 2022 P. PRABHAKAR Sr. MANAGER PURCHASE

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