

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 29/09/22		Prepared by: <i>hampkar</i>		Serial no. 8857	
Supplier name: <i>Sh Balaji Enterprises</i>		Project: <i>SHLP</i>		HO inward no.	
Firm/Company: <i>SHLP</i>		PO/WO No. 91506		HO received date	
PO/WO date: 1/9/22		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	47	23/09/22	45,265-00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			42,197-00
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			3068-00
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			45,265-00
Amount E – PO / WO value:			42,196-80
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		3/10/22	
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		<i>hampkar</i>			
Sign:		<i>[Signature]</i>			
Date					
Approval limit	Upto 20k	Above 20k	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 weightment 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. 49		Date 23-09-2022	
				Place of supply 36-Telangana		PO date 01-09-2022	
				PO number 91506		Vehicle Number TS12UC8002	
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	FLUSH DOOR 30MM (75X26 STD SIZE)	4418	60X24	30	NOS	₹ 1,192.00	₹ 6,436.80 (18%)	₹ 42,196.80
2	CARTAGE			1	-	₹ 2,600.00	₹ 468.00 (18%)	₹ 3,068.00
Total				31			₹ 6,904.80	₹ 45,264.80

Invoice Amount In Words Forty Five Thousand Two Hundred Sixty Five Rupees only		Amounts: Sub Total ₹ 45,264.80 Round off ₹ 0.20 Total ₹ 45,265.00 Received ₹ 0.00 Balance ₹ 45,265.00	
--	--	--	--

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 2,600.00	9%	₹ 234.00	9%	₹ 234.00	₹ 468.00
4418	₹ 35,760.00	9%	₹ 3,218.40	9%	₹ 3,218.40	₹ 6,436.80
Total	₹ 38,360.00		₹ 3,452.40		₹ 3,452.40	₹ 6,904.80

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: KIRAN DEVI JOSHI	
---	--	--	--

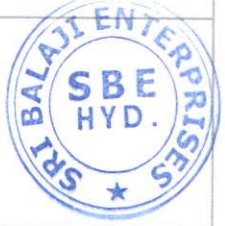


UPI SCAN TO PAY

For, SRI BALAJI ENTERPRISES



Authorized Signatory



INWARD	
Inward No: 18751	Dt: 24/9/22
MRN No: 112137	Dt: 26/9/22
Received By: 	Sign: 
SUMMIT SALES LLP	



Purchase Order

Page(s) 1 Of 1

01-09-2022 4:28:42 PM

Ori:



91506

01.09.22 10:54:24

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 Hyderabad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	91506	170138
Doc Date	01-09-2022	
Quote No	Nil	
Quote Date	25-08-2022	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 439500 - DOOR-Doors - Flush door -- - 600x1500mmx30mm - Nos	30.00	1,192.00	0.00	18.00	42,196.80
Total Order Value . . .					42,196.80

Rupees : Forty Two Thousand One Hundred Ninty Six and Paise Eighty Only.

Terms and Conditions :-**Specification /** Section size is 4" 2 1/2, Logs**Payment Terms** After delivery**Tax** Included in the above prices**Delivery Date** With in 4-5 days**Delivery Location** Summit Housing LLP

Cherlapally, Behind Kingston PG college, Hyderabad

Phone. 9618244433, Hamendra

Penalty For Delay Nil**Transportation** Nil**Warranty** Nil**Advance Paid** Nil**Other Terms**

We reserve the right to reject items not conforming to quality and specifications, Above order is for Stock replanishing purpose.

Completion Date Nil**Measurment**

Including making charges.

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 SLLP stock
- ☐ Other

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Name : _____

Contact : _____

Date : ____/____/____

Requisition Form		Date:		25.08.2022					
Company Name: SSLP		Time:		12:00					
Site & Phase: SHLP		Req. No.		170138					
Supplier:		ID No.		79221					
Material required before date:		Qty required		Qty available at site		Order Qty		Inward No	
S No		Item						Inward Date	
1	DOOR8448-Doors-Flush door---83Wx2075HMMx32MM-Nos	20	4	20					
2	DOOR1639-Doors-Panel door-2Panel --675Wx2075HMMx32MM-Nos	20	8	20					
3	DOOR3315-Doors-Panel door-2Panel --675Wx2025HMMx32MM-Nos	20	16	30					
4	DOOR3345-Doors-Panel door-2Panel --975Wx2025HMMx32MM-Nos	10	11	10					
5	DOOR4395-Doors-Flush door ---60x1500MMx30MM-Nos	30	4	30					
6	91396								
7									
8									
9									
10									
Remarks: For Stock replenishing purpose.									
Engineer									
Prepared By: N. Vanajakshi									
Approved By: Prabhakar									
Sign & Date:									

APPROVED BY
MANAGING DIRECTOR
25 AUG 2022