PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/10/22	Prepared by	Prabhakar	Serial no.	9789
Supplier name	OverSeas Hardware & Tools Centre			HO inward no.	
Firm/Company	SSLLP	Project	SSLLP	HO received date	
PO/WO date	12/10/22	PO/WO No.	92840	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	0675	19/10/22	1,28,419/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,28,419/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 112991 — 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:	1,28,419/-
Amount E – PO / WO value:	1,28,419/-
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	31/10/22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Sudhakar			
Sign:		APPROVED			
Date		23 OCT 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

D. SUDHAKAR
Sr. 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

Authorised Distributors & Resellers of Premium Quality National & International Brand Exclusive Designer Builder's Hardware

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(ORIGINAL FOR RECIPIENT)

Invoice No. **OHTC/0675**
Ref. No.

Dated **19-Oct-22**

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
92840 19-Oct-22	Through : AUTO	NIL dt. 19-Oct-22

Sl No.	Description of Goods and Services	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**DORSET SDORSS MORTISE HANDLE SET**	8302	**10.00 SET**	1,825.00	SET		**18,250.00**
2	**DORSET SS CYLINDERICAL LOCK ETTOSM(SS)**	8301	**72.00 Nos**	515.00	Nos		**37,080.00**
3	**DORSET SS BEARING HINGES HG1151SS - 4"**	8302	**200.00 Nos**	215.00	Nos		**43,000.00**
4	**SS MAGNETIC DOOR HOLDER**	8302	**100.00 Nos**	105.00	Nos		**10,500.00**
							1,08,830.00
	CGST						**9,794.70**
	SGST						**9,794.70**
	Less : ***Round Off***						**(-)0.40**
	Total						**₹ 1,28,419.00**

INWARD
Inward No. 8874 Dt: 19/10/22
MRN No: 112991 Dt: 20/10/22
Received By: Sign:
SUMMIT SALES LLP

E. & O.E

Amount Chargeable (in words)
INR One Lakh Twenty Eight Thousand Four Hundred Nineteen Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
8302	71,750.00	9%	6,457.50	9%	6,457.50	12,915.00
8301	37,080.00	9%	3,337.20	9%	3,337.20	6,674.40
9969		9%		9%		
Total	**1,08,830.00**		**9,794.70**		**9,794.70**	**19,589.40**

Tax Amount (in words) : **INR Nineteen Thousand Five Hundred Eighty Nine and Forty paise Only**
Company's GSTIN/UIN : **36AAAFO5758M1ZR**
Company's PAN : **AAAFO5758M**

SUMMIT SALES LLP IN WARD No: 10059 Date: 21/10/22 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

 18-10-2022 12:30:39

92840
03.10.22 5:48:41

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	**Doc No**	92840	170282
Shop no.2, 62-D, Happy trade centre, S.D.Road, Secunderabad	**Doc Date**	12-10-2022	
	Quote No	nil	
GSTIN 36AAAFO5758M1ZR	**Quote Date**	10-10-2022	
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	854100 - HARD-Hardware - Mortise Lock--Dorset - - - Nos	10.00	1,825.00	0.00	18.00	21,535.00
2	547600 - HARD-Hardware - Cylinderacal Lock--Dorset - - - Nos	72.00	515.00	0.00	18.00	43,754.40
3	205800 - HARD-Hardware - SS Hinges-Per 1 piece-Dorset - - - Nos	200.00	215.00	0.00	18.00	50,740.00
4	647800 - HARD-Hardware - Magnetic door stopper-- - - - Nos	100.00	105.00	0.00	18.00	12,390.00
	Total Order Value . . .					**128,419.40**

Rupees : One Lakh(s) Twenty Eight Thousand Four Hundred Ninteen and Paise Fourty Only.

Terms and Conditions :-

Specification / Brand	Hardware is Dorset Brand
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 Cost	Extra.
Warranty	Hardware mortise lock 5 yeras warranty, cylyndrical lock and henges 1 yr, manufacturing warranty.
Advance Paid	Rs. 64209.7/-, by RTGS/NEFT, dated.........
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for stock replenishing 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 ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Overseas Hardware &Tools Centre***

Name : ____________

Date : __/__/____

Requisition Form					
Company Name:	SSLLP	Date:	10.10.2022		
Site & Phase :	SHLLP	Time:			
Unit No./Block No.					
Supplier:		Req. No.	~~170271~~ 170282		
Material required before date:		ID No.	80489		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No
1	HARD8541-Hardware-Mortise Lock--Dorset--Nos	10	11	10	
2	HARD5476-Hardware-Cylinderacal Lock--Dorset--Nos	72	28	72	
3	HARD2058-Hardware-SS Hinges-Per 1 piece-Dorset--Nos	200	271	200	
4	HARD6478-Hardware-Magnetic door stopper----Nos	100	28	100	
5					
6					
7					
8					
9					
10					
Remarks:	For Stock Repleneshing Purpose.				
	Engineer	Project Manager		Purchase	
Prepared By:	Vanajakshi				
Approved By:	Prabhakar				
Sign & Date:					

92840.

APPROVED BY
10 OCT 2022
SOHAM MODI
MANAGING DIRECTOR