PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	5-12-22	Prepared by	S. JaySudha	Serial no.	11300
Supplier name	Overseas Hardware & Tools Centre			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	24-11-22	PO/WO No.	94345	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	OHTC/0809	1-12-22	1,77,602/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,77,602/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	114620	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:	1,77,602/-
Amount E – PO / WO value:	1,77,602/-
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	12-12-22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:					
Date		05 DEC 2022			
Approval limit	Upto 20k	Above 20k MINISH PARIKH MANAGER PROCUREMENT	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.

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

Hettich INTERNATIONAL | dorsët | ARCHIS | HÄFELE FUNCTIONALITY FOR YOU | Yale | KICH

(ORIGINAL FOR RECIPIENT)

Invoice No. **OHTC/0809** Dated **1-Dec-22**
Ref. No.

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
94345-170473 24-Nov-22	Through : COLL BY YOUR REP	NIL dt. 1-Dec-22

Sl No.	Description of Goods and Services	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**DORSET SDORTM MORTISE HANDLE SET** *19MM WITH LOCK & CYLINDER KEY & KNOB*	8302	**10.00 SET**	1,825.00	SET		**18,250.00**
2	**DORSET SS CYLINDERICAL LOCK ETTOSM(SS)**	8301	**90.00 Nos**	514.00	Nos		**46,260.00**
3	**DORSET SS BEARING HINGES HG1151SS - 4"**	8302	**400.00 Nos**	215.00	Nos		**86,000.00**
							1,50,510.00
	CGST						**13,545.90**
	SGST						**13,545.90**
	Round Off						**0.20**
	Total						**₹ 1,77,602.00**

INWARD
Inward No. 19075 Dt: 1-12-22
MRN No: 114620 Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 10222
Date: 5/12/22
Sign:

9246364748

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

INR One Lakh Seventy Seven Thousand Six Hundred Two Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
8302	1,04,250.00	9%	9,382.50	9%	9,382.50	18,765.00
8301	46,260.00	9%	4,163.40	9%	4,163.40	8,326.80
9969		9%		9%		
Total	**1,50,510.00**		**13,545.90**		**13,545.90**	**27,091.80**

Tax Amount (in words) : **INR Twenty Seven Thousand Ninety One and Eighty paise Only**
Company's GSTIN/UIN : **36AAAFO5758M1ZR**
Company's PAN : **AAAFO5758M**

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

 24-11-2022 16:36:39

94345
16.11.22 3:26:22

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**	94345	170473
Shop no.2, 62-D, Happy trade centre, S.D.Road, Secunderabad	**Doc Date**	24-11-2022	
	Quote No	nil	
GSTIN 36AAAFO5758M1ZR	**Quote Date**	22-11-2022	
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	90.00	514.00	0.00	18.00	54,586.80
3	205800 - HARD-Hardware - SS Hinges-Per 1 piece-Dorset - - - Nos	400.00	215.00	0.00	18.00	101,480.00
				Total Order Value . . .		**177,601.80**

Rupees : One Lakh(s) Seventy Seven Thousand Six Hundred One and Paise Eighty Only.

Terms and Conditions :-

APPROVED BY
29 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

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

Specification /	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	Extra.
Warranty	Hardware mortise lock 5 yeras warranty, cylyndrical lock and henges 1 yr, manufacturing warranty.
Advance Paid	Rs. 88,801/-, by RTGS/NEFT,
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
24/11/22
Name :

Name :

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

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	22.11.2022			
Site & Phase :	SHLLP	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170473			
Material required before date:		ID No.	81827			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD8541-Hardware-Mortise Lock--Dorset--Nos	10	20	10		
2	HARD5476-Hardware-Cylinderacal Lock--Dorset--Nos	90	93	90		
3	HARD2058-Hardware-SS Hinges-Per 1 piece-Dorset--Nos	400	219	400		
4						
5						
6						
7						
8						
9						
10						
Remarks:	For Stock Replenishing purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Ashajyothi					
Approved By:	Minish					
Sign & Date:						

PO 94345

APPROVED BY
22 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

Procurement/Purchase comparison sheet

Prepared by: Md. Anwar

Date: 02-11-2022

Net rate after discount + GST

Sl. No.	SKU	Qty (nos)	Overseas Hardware (Dorset make) - Rate	Overseas Hardware (Dorset make) - Amount	Sathyavarapu Hardware (Dorset make) - Rate	Sathyavarapu Hardware (Dorset make) - Amount	Sri Balaji Enterprises (Jolly make) - Rate	Sri Balaji Enterprises (Jolly make) - Amount
1	SS Hinges	72	254	18,288	253	18,216	247	17,784
2	Door stopper	24	124	2,976	118	2,832	136	3,264
3	Cylindrical lock	24	607	14,568	607	14,568	599	14,376
4	Door Closure - 80kgs	24	1,923	46,152	2,462	59,088		-
5								
6								
7								
8								
9								
10	Total:			81,984		94,704		35,424

Notes:

		Overseas Hardware	Sathyavarapu Hardware	Sri Balaji Enterprises
1	Material required for site:			
2	Details of requisiton no., required by, etc:			
3	Transport changes	Extra.	Extra.	Extra.
4	Delivery period	4 days from the date of PO.	4 days from the date of PO.	4 days from the date of PO.
5	Advance	50% as advance payment.	50% as advance payment.	50% as advance payment.
6	Payment terms	Balance payment after delivery .	Balance payment after delivery .	Balance payment after delivery .
7	Loading cost			
8	Unloading cost			
9	Warranty	5 years.	5 years.	5 years.
10	Other term 1			
11	Other term 2			
12	Other term 3			