

PURCHASE DIVISION  
Advice for approval for credit to supplier

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|                                                                                                                                                                                                                                        |                  |                                                                                                                                                                 |                               |                                                          |                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------------------------------------|------------------|
| Date: 13-12-22                                                                                                                                                                                                                         |                  | Prepared by: S. Jayswal                                                                                                                                         |                               | Serial no. 11615                                         |                  |
| Supplier name: Pratul Sanitary                                                                                                                                                                                                         |                  | HO inward no.                                                                                                                                                   |                               |                                                          |                  |
| Firm/Company: SS/LLP                                                                                                                                                                                                                   |                  | Project: SHLLP                                                                                                                                                  |                               | HO received date                                         |                  |
| PO/WO date: 6-12-22                                                                                                                                                                                                                    |                  | PO/WO No. 94694                                                                                                                                                 |                               | Scan ID.                                                 |                  |
| Sl no.                                                                                                                                                                                                                                 | Bill no.         | Bill date                                                                                                                                                       | Bill amount                   | Original attached                                        |                  |
| 1.                                                                                                                                                                                                                                     | 895              | 8-12-22                                                                                                                                                         | 16,768/-                      | <input type="checkbox"/> Yes <input type="checkbox"/> No |                  |
| 2.                                                                                                                                                                                                                                     |                  |                                                                                                                                                                 |                               | <input type="checkbox"/> Yes <input type="checkbox"/> No |                  |
| 3.                                                                                                                                                                                                                                     |                  |                                                                                                                                                                 |                               | <input type="checkbox"/> Yes <input type="checkbox"/> No |                  |
| 4.                                                                                                                                                                                                                                     |                  |                                                                                                                                                                 |                               | <input type="checkbox"/> Yes <input type="checkbox"/> No |                  |
| Amount A – Bills total (Excluding Transport & Hamali Charges):                                                                                                                                                                         |                  |                                                                                                                                                                 |                               | 16,768/-                                                 |                  |
| Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report |                  |                                                                                                                                                                 |                               |                                                          |                  |
| MRN nos.:                                                                                                                                                                                                                              | 114216           |                                                                                                                                                                 | Proof of delivery matches MRN | <input type="checkbox"/> Yes <input type="checkbox"/> No |                  |
| Amount B –Other Credits : Transportation charges                                                                                                                                                                                       |                  |                                                                                                                                                                 |                               | —                                                        |                  |
| Amount C –Other Debits :                                                                                                                                                                                                               |                  |                                                                                                                                                                 |                               | —                                                        |                  |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:                                                                                                                                                                            |                  |                                                                                                                                                                 |                               | 16,768/-                                                 |                  |
| Amount E – PO / WO value:                                                                                                                                                                                                              |                  |                                                                                                                                                                 |                               | 16,768/-                                                 |                  |
| Amount F – Difference (A – E):                                                                                                                                                                                                         |                  |                                                                                                                                                                 |                               | —                                                        |                  |
| Quantity received as per PO / WO                                                                                                                                                                                                       |                  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received |                               |                                                          |                  |
| Close PO / WO                                                                                                                                                                                                                          |                  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other                                  |                               |                                                          |                  |
| Payment – due date                                                                                                                                                                                                                     |                  | 19-12-22                                                                                                                                                        |                               |                                                          |                  |
| Remarks: Final bill                                                                                                                                                                                                                    |                  |                                                                                                                                                                 |                               |                                                          |                  |
| Approved by                                                                                                                                                                                                                            | Purchase Officer | Purchase Manager                                                                                                                                                | M D                           | Accountant                                               | Accounts Manager |
| Name:                                                                                                                                                                                                                                  |                  |                                                                                                                                                                 |                               |                                                          |                  |
| Sign:                                                                                                                                                                                                                                  |                  |                                                                                                                                                                 |                               |                                                          |                  |
| 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 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.

(ORIGINAL FOR RECIPIENT)

|                                                                                                                                                                                                                      |  |                                     |                                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------|---------------------------------------|
| <b>Praful Sanitary</b><br>3-6-429/6, SRI SAI TOWER,<br>St.No.4 HIMAYAT NAGAR<br>HYDERABAD<br>GSTIN/UIN: 36ACWPG4864A1ZG<br>State Name : Telangana, Code : 36<br>E-Mail : prafulsanitary@gmail.com<br>Buyer (Bill to) |  | Invoice No.<br><b>PS/22-23/ 895</b> | Dated<br><b>8-Dec-22</b>              |
| <b>Summit Sales LLP</b><br>5-4-187/3&4, IIInd Floor, M.G Road<br>Secunderabad<br>GSTIN/UIN : 36ACQFS2044C1Z7<br>State Name : Telangana, Code : 36                                                                    |  | Delivery Note<br><b>Invoice</b>     |                                       |
|                                                                                                                                                                                                                      |  | Reference No. & Date.               | Other References<br><b>Credit</b>     |
|                                                                                                                                                                                                                      |  | Buyer's Order No.<br><b>94694</b>   | Dated<br><b>6-Dec-22</b>              |
|                                                                                                                                                                                                                      |  | Dispatch Doc No.<br><b>Invoice</b>  | Delivery Note Date<br><b>8-Dec-22</b> |
|                                                                                                                                                                                                                      |  | Dispatched through<br><b>Self</b>   | Destination<br><b>Cherlapally</b>     |
|                                                                                                                                                                                                                      |  |                                     |                                       |

[illegible]

E. &amp; O.E

| HSN/SAC      | Taxable Value    | Central Tax |                 | State Tax |                 | Total Tax Amount |
|--------------|------------------|-------------|-----------------|-----------|-----------------|------------------|
|              |                  | Rate        | Amount          | Rate      | Amount          |                  |
| 7326         | 6,650.00         | 9%          | 598.50          | 9%        | 598.50          | 1,197.00         |
| 8481         | 7,560.00         | 9%          | 680.40          | 9%        | 680.40          | 1,360.80         |
| 9965         |                  | 9%          |                 | 9%        |                 |                  |
| 99           |                  | 14%         |                 | 14%       |                 |                  |
| <b>Total</b> | <b>14,210.00</b> |             | <b>1,278.90</b> |           | <b>1,278.90</b> | <b>2,557.80</b>  |

for Praful Sanitary

Authorised Signatory

This is a Computer Generated Invoice

|                         |                                                                                           |
|-------------------------|-------------------------------------------------------------------------------------------|
| <b>INWARD</b>           |                                                                                           |
| Inward No. 19097        | DI: 9/12/22                                                                               |
| MRN No. 114816          | DI: 9/12/22                                                                               |
| Received By:            | Sign:  |
| <b>SUMMIT SALES LLP</b> |                                                                                           |



# Purchase Order

Page(s) 1 Of 1

06-12-2022 11:17:37



Jiv.COPY

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

94694  
29.11.22 5:43:09

| Supplier Details                                                                                                            |  |                   |              |
|-----------------------------------------------------------------------------------------------------------------------------|--|-------------------|--------------|
| Praful Sanitary<br>3-6-138/5, Himayat Nagar, Hyderabad.<br><br><b>GSTIN</b> 36ACWPG864A1ZG 40077300<br>65526886. 9849624797 |  | <b>Doc No</b>     | 94694 170498 |
|                                                                                                                             |  | <b>Doc Date</b>   | 06-12-2022   |
|                                                                                                                             |  | <b>Quote No</b>   | Nil          |
|                                                                                                                             |  | <b>Quote Date</b> | 30-11-2022   |
|                                                                                                                             |  | <b>SupplyType</b> | Supply       |

**Kind Attn : Mr. Ashish Gupta**

Purchase Order for the Supply of following Items.

| Item Name                                                           | Qty    | Rate   | Dis%  | GST   | Amount           |
|---------------------------------------------------------------------|--------|--------|-------|-------|------------------|
| 1 485800 - PLCP-Plumbing - CP Double Sq Jali-- - - - Nos            | 50.00  | 190.00 | 30.00 | 18.00 | 7,847.00         |
| 2 792000 - PLCP-Plumbing - CP Extension Nipple-- -<br>12X25mm - Nos | 150.00 | 72.00  | 30.00 | 18.00 | 8,920.80         |
| <b>Total Order Value . . .</b>                                      |        |        |       |       | <b>16,767.80</b> |

Rupees : Sixteen Thousand Seven Hundred Sixty Seven and Paise Eighty Only.

**Terms and Conditions :-**

|                          |                                                                                                                                                                                                                                               |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Specification /</b>   | All items shall be of HB brand/company                                                                                                                                                                                                        |
| <b>Payment Terms</b>     | After Delivery & Production of bill                                                                                                                                                                                                           |
| <b>Tax</b>               | Inclusive of all taxes                                                                                                                                                                                                                        |
| <b>Delivery Date</b>     | Next Day.                                                                                                                                                                                                                                     |
| <b>Delivery Location</b> | Summit Housing LLP<br>Cherlapally, Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra                                                                                                                                       |
| <b>Penalty For Delay</b> | Nil                                                                                                                                                                                                                                           |
| <b>Transportation</b>    | Transport cost shall be borne by us.                                                                                                                                                                                                          |
| <b>Warranty</b>          | 1 Year                                                                                                                                                                                                                                        |
| <b>Advance Paid</b>      | Nil                                                                                                                                                                                                                                           |
| <b>Other Terms</b>       | We reserve the right to reject items not conforming to quality and specifications. Above order for Stock replenishing purpose.                                                                                                                |
| <b>Completion Date</b>   | NA                                                                                                                                                                                                                                            |
| <b>Measurment</b>        | Nil                                                                                                                                                                                                                                           |
| <b>Security</b>          | Nil                                                                                                                                                                                                                                           |
| <b>Remarks</b>           | Original invoice + Copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoice 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 :

06/12/2022

Name :

Accepted the above Terms And Conditions

For **Praful Sanitary**

Date : \_/\_/\_

|                                |  |                                                         |  |                 |  |                       |  |           |  |
|--------------------------------|--|---------------------------------------------------------|--|-----------------|--|-----------------------|--|-----------|--|
| Requirement Form               |  |                                                         |  |                 |  |                       |  |           |  |
| Company Name:                  |  | SSLLP                                                   |  | Date:           |  | 30.11.2022            |  |           |  |
| Site & Phase :                 |  | SHLLP                                                   |  | Time:           |  |                       |  |           |  |
| Unit No./Block No.             |  |                                                         |  |                 |  |                       |  |           |  |
| Supplier:                      |  |                                                         |  | Req. No.        |  | 170498                |  |           |  |
| Material required before date: |  |                                                         |  | ID No.          |  | €2104                 |  |           |  |
| S No                           |  | Item                                                    |  | Qty required    |  | Qty available at site |  | Order Qty |  |
| 1                              |  | PLCP6074-Plumbing-CP Wall Mixture---Nos                 |  | 20              |  | 5                     |  | 20        |  |
| 2                              |  | PLCP7791-Plumbing-CP Sink Cock with Swivel Spout ---Nos |  | 20              |  | 19                    |  | 20        |  |
| 3                              |  | PLCP9117-Plumbing-CP Shower Arm ----Nos                 |  | 10              |  | 24                    |  | 10        |  |
| 4                              |  | PLCP9522-Plumbing-CP Pillar Cock---Nos                  |  | 30              |  | 2                     |  | 30        |  |
| 5                              |  | PLCP7682-Plumbing-CP Angle Cock---Nos                   |  | 50              |  | 116                   |  | 50        |  |
| 6                              |  | PLCP4858-Plumbing-CP Double Sq Jali---Nos               |  | 50              |  | 168                   |  | 50        |  |
| 7                              |  | PLCP7920-Plumbing-CP Extension Nipple---12X25MM-Nos     |  | 150             |  | 102                   |  | 150       |  |
| 8                              |  | PLCP7891-Plumbing-CP Health Faucet----Nos               |  | 20              |  | 26                    |  | 20        |  |
| 9                              |  |                                                         |  |                 |  |                       |  |           |  |
| 10                             |  |                                                         |  |                 |  |                       |  |           |  |
| Remarks:                       |  | For Stock Replenishing purpose                          |  |                 |  |                       |  |           |  |
|                                |  |                                                         |  |                 |  |                       |  |           |  |
|                                |  | Engineer                                                |  | Project Manager |  | Purchase              |  | MD        |  |
| Prepared By:                   |  | Ashajyothi                                              |  |                 |  |                       |  |           |  |
| Approved By:                   |  | Minish                                                  |  |                 |  |                       |  |           |  |
| Sign & Date:                   |  |                                                         |  |                 |  |                       |  |           |  |

906 94693  
906 94694

APPROVED BY  
02 DEC 2022  
SOHAM MODI  
MANAGING DIRECTOR