PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	30/12/22	Prepared by	Minish	Serial no.	12006
Supplier name	Kaveri Timber Depot			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	22/12/22	PO/WO No.	95297	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	183	29/12/22	53,664/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	52,864/-
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	800/-
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	52,864/-
Amount E – PO / WO value:	52,864/-
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	09/01/23
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		30 DEC 2022			
Date		MINISH PARIKH MANAGER PROCUREMENT			
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.

GST NO. 36AAFFK7078K1ZT | Subject to Hyderabad Jurisdiction | ✆ : 040-27157218

~~CASH~~ / CREDIT MEMO

Kaveri Timber Depot

Dealers in : Burma Teak, Indian Teak, African Teak, Salwood, Non-Teak, Moulding & Plywood.

Plot No. 2, ECIL Road, IDA, Nacharam, Hyderabad - 76.

No. 183 | Date : 29.12.2022

M/s. SUMMIT SALES LLP

GST:- 36ACQF82044C1Z7 [P.O:- 95297/170569]

Sl.No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
4407	IMP WOOD CUTSIZES					
	7' - 1½ x ¾ = 400 NOS - 2800 SFT @ 16/-				44,800 =	00
	E. & O.E.		TOTAL		44,800 =	00
			CGST 9 %		4,032 =	00
			SGST 9 %		4,032 =	00
			IGST %			
			TRANSPORTING		800 =	00
			TOTAL AMOUNT GST		53,664 =	00

INWARD
Inward No. 19211 Dt: 29/12/22
MRN No: 115613 Dt: 29/12/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 10243
Date: 30/12/22
Sign:

Party GSTIN No.

Way Bill No. :

Vehicle No. : TS 08 UG 4206.

HDFC Bank
A/c. No. 50200005516244
IFSC Code : HDFC0000081
Branch : Himayathnagar

* Goods once sold will not be taken back.
* No claim will be admitted by us once goods delivered from our premises.
* Interest rate @ 24% will be charged of this bill, if not paid within a week time.

For Kaveri Timber Depot

Purchase Order

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95297
13.12.22 4:32:29

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

Supplier Details			
Kaveri Timber Depot Plot No. 2, Sy.no. 52 & 54, Road No.7, IDA Nacharam, Hyderabad - 500076. **GSTIN** 36AAFFK7078K1ZT 9441723939	**Doc No**	95297	170569
	Doc Date	22-12-2022	
	Quote No	Nil	
	Quote Date	14-12-2022	
	SupplyType	Supply	

Kind Attn : Mr. Laxman Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	673500 - DOOR-Doors - Internal beading-Salwood- - 2100Lx37.50Wx18.75Hmm - Nos 7'0 x 1.5" x 3/4"	400.00	112.00	0.00	18.00	52,864.00
					Total Order Value . . .	**52,864.00**

Rupees : Fifty Two Thousand Eight Hundred Sixty Four Only.

Terms and Conditions :-

Specification / Brand	Salwood from Malyasia with design.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 2days.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil.
Transportation Cost	Extra
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for Stock repleneshing purpose
Completion Date	NA
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.'

APPROVED BY
23 DEC 2022
SOHAM MODI
MANAGING DIRECTOR

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

For *Summit Sales LLP*
Authorised Signatory

Name : 22/12/2022

Accepted the above Terms And Conditions
For *Kaveri Timber Depot*

Name : ____________________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	14.12.22			
Site & Phase :	SHLLP	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170569			
Material required before date:		ID No.	82695			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1 6x35	DOOR2403-Doors-Internal beading-Salwood--2100Lx37.50Wx18.75Hmm-Nos	400	50	400		
2	PO 95297					
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	For Stock Replenishing Purpose					
					W	
	Engineer	Project Manager		Purchase		MD
Prepared By:	Asha jyothi					
Approved By:	Minish					
Sign & Date:						

APPROVED BY
16 DEC 2022
SOHAM MODI
MANAGING DIRECTOR