PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	03/01/23	Prepared by	Ashajyothi	Serial no.	12610
Supplier name	Sathyavarapu Hardwares			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	22/12/22	PO/WO No.	95298	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1263/22-23.	29/12/22	53,631/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	53,631/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	115682.	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:	53,631/-
Amount E – PO / WO value:	3,01,927/-
Amount F – Difference (A – E):	2,48,296/-
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:	Ashajyothi				
Sign:	Ashajyothi	04 JAN 2023			
Date	3/01/23				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
MANISH PAREKH
MANAGER PROCUREMENT

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.

GSTIN:36BCBPS4784B1ZJ PAN: BCBPS4784B

Sathyavarapu Hardwares

TAX INVOICE-CASH/CREDIT

☐ Original for Receipt
☐ Duplicate for Transporter
☐ Triplicate for Supplier

Dealers in : Kitchen Accessories & Exclusive Hardware

2-3-576/2/2/A, Minister Road, Nallagutta, Secunderabad.

: 040-66610337 : 98853 16000, : sathyavarapu_ravi@yahoo.com

Invoice No. 1263 /22 - 23
Invoice Date : 28/12/22
State : Telangana State Code36

Transportation Mode: LR No:
Vehicle Number: No. of Cases:
P.O. Number : Place of Supply:

DETAILS OF CONSIGNEE: BILLED TO

NAME: Summit Sales LLP.
Address: Medchal; Dist.
GSTIN: 36ACQFS2044C1Z7.
State: Telangana State Code: 36.

DETAILS OF RECEIVER: SHIPPED TO

NAME:
Address: Appl. 95288.
GSTIN:
State: State Code:

S. No.	HSN/SAC Code	Description of Goods	Qty.	UoM	Rate	Disc %	GST %	Taxable Amount (Rs.)
1	8301	Double mortise lock	25	Set.	1818/-		18%.	45450.00
2		handles full complete set						
3								
4								
5								
6								
7								
8								
9								
10								
11		53631/-						
12								
13								
14								

INWARD
Inward No. 19220 Dt: 28/12/22
MRN No: 115682 Dt: 2/01/23
Received By: Sign:
SUMMIT SALES LLP

HSN Code	Taxable Amount	GST%	CGST	SGST	IGST	Transport / If any	
						Total Amount before Tax	45450.00
						Add. CGST 9%.	4090.50
						Add: SGST 9%.	4090.50
						Add: IGST	

Amount in words: Fifty three thousand six hundred & thirty one only

GRAND TOTAL 53631.00

We Bank with:
HDFC BANK,
Paradise Branch, Secunderabad
Current Account: 00422000029168
RTGS/IFSC Code : HDFC0000042

* Goods once sold will not be taken back
Subject to Secunderabad Jurisdiction E&O.E.

Receiver's Signature with Stamp

SUMMIT SALES LLP R.R. DIST. IN WARD No: 103625 Date: 4/1/23 Sign:

For Sathyavarapu Hardwares

Authorised Signatory

Purchase Order

 22-12-2022 14:40:33

95298
13.12.22 4:32:29

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

Supplier Details			
Sathyavarapu Hardwares, #2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.	**Doc No**	95298	170568
	Doc Date	22-12-2022	
	Quote No	nil	
GSTIN 36BCBPS4784B1ZJ	**Quote Date**	14-12-2022	
65910337. 9885316000.	**SupplyType**	Supply	

Kind Attn : Mr. S. Ravi Kumar.

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	854100 - HARD-Hardware - Mortise Lock--Dorset - - - Nos	25.00	1,818.00	0.00	18.00	53,631.00
2	547600 - HARD-Hardware - Cylinderacal Lock--Dorset - - - Nos	180.00	515.00	0.00	18.00	109,386.00
3	205800 - HARD-Hardware - SS Hinges-Per 1 piece-Dorset - - - Nos	480.00	214.00	0.00	18.00	121,209.60
4	647800 - HARD-Hardware - Magnetic door stopper-- - - - Nos	150.00	100.00	0.00	18.00	17,700.00
	Total Order Value . . .					**301,926.60**

Rupees : Three Lakh(s) One Thousand Nine Hundred Twenty Six and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	Hardware is Dorset Brand
Payment Terms	After Delivery & Production of bill
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	Nil
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 MDs APPROVAL
☑ High Value/quantity beyond limits.
☐ Po/Req. processed-post approval.
☐ Approval for technical details/clarification
☐ Replenishing SSLLP stock
☐ Other

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt	Amount
1.	1245	26/12/22	138,910/-
2.	1254	28/12/22	1,09,386/-
3.	1263	29/12/22	53,631/-
4.			
5.			

For *Summit Sales LLP*
Authorised Signatory

Name : 22/12/2022

APPROVED BY
23 DEC 2022
SOHAM MODI
MANAGING DIRECTOR

Name :

Accepted the above Terms And Conditions
For *Sathyavarapu Hardwares,*

Date : _/_/___

Requisition Form						
Company Name:	SSLLP	Date:	14.12.22			
Site & Phase :	SHLLP	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170568			
Material required before date:		ID No.	82694			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD6258-Hardware-Mortise Lock----Nos	25	18	25		
2	HARD3459-Hardware-Cylinderacal Lock--Dorset--Nos	180	213	180		
3	HARD3480-Hardware-SS Hinges-Per 1 piece-Dorset--Nos	480	618	480		
4	HARD3806-Hardware-Door Stopper----Nos	150	211	150		
5						
6						
7						
8						
9						
10						
Remarks:	For Stock Replenishing Purpose					
	Engineer	Project Manager		Purchase	MD	
Prepared By:	Asha jyothi					
Approved By:	Minish					
Sign & Date:						

sathyaana
PO0095298

GRY
941128

APPROVED BY
16 DEC 2022
SOHAM MODI
MANAGING DIRECTOR