PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/01/23	Prepared by	Ashajyothi	Serial no.	13048
Supplier name	Sai Balaji Enterprises			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	23/12/22	PO/WO No.	95372	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	60	07/01/23	59,212/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	56,262/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 116022 — Proof of delivery matches MRN	☑ Yes □ No
Amount B –Other Credits : Transportation charges	2,950/-
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	59,212/-
Amount E – PO / WO value:	56,262/-
Amount F – Difference (A – E):	2,950/-
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	16/01/23
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ashajyothi	APPROVED			
Sign:	[signature]	11 JAN 2023			
Date	10/01/23	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.

Tax Invoice

SRI BALAJI ENTERPRISES # 14-1-418, NEAR ROCKET GROUND NEW AGHAPURA HYDERABAD 500001 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana	Invoice No. **60** Date **07-01-2023** Place of supply **36-Telangana** PO date **23-12-2022** PO number **95372** Transport Name **TS12UC-8002**
Bill To **SUMMIT SALES LLP** 5-4-187/3& 4, 2 nd Floor, MG Road, Secunderabad - 03 Contact No. : 9502277299 GSTIN : 36ACQFS2044C1Z7 State: 36-Telangana	Ship To SUMMIT HOUSING LLP Cherlapally Behind Kingston PG College pin cod -500051 (R.R. DSTI)

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	FLUSH DOOR 30MM (75X26 STD SIZE)	4418	60X24	40	NOS	₹ 1,192.00	₹ 8,582.40 (18%)	₹ 56,262.40
2	CARTAGE			1	-	₹ 2,500.00	₹ 450.00 (18%)	₹ 2,950.00
	Total			**41**			**₹ 9,032.40**	**₹ 59,212.40**

Invoice Amount In Words

Fifty Nine Thousand Two Hundred Twelve Rupees only

Amounts:

Sub Total	₹ 59,212.40
Round off	- ₹ 0.40
Total	**₹ 59,212.00**
Received	₹ 0.00
Balance	₹ 59,212.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 2,500.00	9%	₹ 225.00	9%	₹ 225.00	₹ 450.00
4418	₹ 47,680.00	9%	₹ 4,291.20	9%	₹ 4,291.20	₹ 8,582.40
Total	**₹ 50,180.00**		**₹ 4,516.20**		**₹ 4,516.20**	**₹ 9,032.40**

Terms and conditions:

GOODS ONCE SOLD WILL NOT BE TAKEN BACK
SUBJECT TO HYDERABAD JURI ATTRACT INTEREST AT 24% P.A.SDICTION.
PAYMENT POST DUE DATE WILL

UPI SCAN TO PAY

Company's Bank details:

Bank Name : KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No. : 4312001151

Bank IFSC code : KKBK0000553

Account holder's name : KIRAN DEVI JOSHI

For, : SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES SBE HYD.

Authorized Signatory

INWARD
Inward No. 19258 Dt: 7/1/23
MRN No: 116022 Dt: 10/1/23
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No: 10402
Date: 11/1/23
Sign:
R.R. DIST.

Purchase Order

 27-12-2022 16:07:14 Original / Office Copy / Purchase Div.Copy

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

Supplier Details			
Sri Balaji Enterprises	**Doc No**	95372	170600
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	23-12-2022	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	22-12-2022	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	439500 - DOOR-Doors - Flush door -- - 600x1500mmx30mm - Nos	40.00	1,192.00	0.00	18.00	56,262.40
					Total Order Value . . .	**56,262.40**

Rupees : Fifty Six Thousand Two Hundred Sixty Two and Paise Fourty Only.

Terms and Conditions :-

Specification / Section size is 4" 2 1/2, Logs

Payment Terms After delivery

Tax Included in the above prices

Delivery Date With in 4-5 days

Delivery Location Summit Housing LLP
Cherlapally,Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penality For Delay Nil

Transportation Nil

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications, Above order is for Stock replanishing purpose.

Completion Date Nil

Measurment Including making charges.

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 : 28/12/2022

Accepted the above Terms And Conditions
For *Sri Balaji Enterprises*

Name : ____________

Date : __/__/____

Estimate/Draft PO

    23-12-2022 14:43:13

95372
13.12.22 4:32:58

.Copy

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

Supplier Details			
Sri Balaji Enterprises H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc No**	95372	170600
	Doc Date	23-12-2022	
GSTIN 36AEIPJ0494H1ZF	**Quote No**	Nil	
9030605690	**Quote Date**	22-12-2022	
	SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Estimate/Draft PO for the Supply of following Items.

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Rupees : Fifty Six Thousand Two Hundred Sixty Two and Paise Fourty Only.

Terms and Conditions :-

Specification /	Section size is 4" 2 1/2, Logs
Payment Terms	After delivery
Tax	Included in the above prices
Delivery Date	With in 4-5 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Above order is for Stock replanishing purpose.
Completion Date	Nil
Measurment	Including making charges.
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
- [x] High Value/quantity beyond limits.
- [ ] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarification.
- [ ] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
24 DEC 2022
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*
Authorised Signatory
24/12/2022
Name : ____________

Name : ____________

Accepted the above Terms And Conditions
For *Sri Balaji Enterprises*

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	22.12.22			
Site & Phase :	SHLLP	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170600			
Material required before date:		ID No.	82768			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	DOOR3058-Doors-Flush door ---600x1500mmx30mm-Nos 5'x2' - 30mm thick PO0953	40	10	40		
2						
3						
4						
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:						

APPROVED BY
23 DEC 2022
SOHAM MODI
MANAGING DIRECTOR