

PURCHASE DIVISION  
Advice for approval for credit to supplier



Date:	04/02/23	Prepared by	Ashajyothi	Serial no.	14114
Supplier name	Niki doors	Project	S+LLP	HO inward no.	
Firm/Company	S+LLP	PO/WO No.	96273	HO received date	
PO/WO date	19/01/23	Scan ID.			
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	346	02/02/23	1,83,119 /-	<input checked="" 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):					1,78,988 /-
Proof of delivery by way of: <input checked="" 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.:	116677, 116586, 116640, 116953			Proof of delivery matches MRN	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Amount B – Other Credits : Transportation charges					3,500 + 18/-
Amount C – Other Debits :					4,130 /-
Amount D (D=A+B-C) – Amount to be credited to the supplier:					1,83,119 /-
Amount E – PO / WO value:					1,78,988 /-
Amount F – Difference (A – E):					4,131 /-
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		13/02/23 Advance Paid - 91,094/-			
Remarks: Final bill					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ashajyothi	<b>APPROVED</b>			
Sign:	<i>[Signature]</i>	06 FEB 2023			
Date	04/02/23	MINISH PARIKH			
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.

# NIKI DOORS

Office: Plot No.99, Line No.9, Prashasan Nagar, Road No.72, Jubilee Hills, Hyderabad - 500 033, T.S.

## INVOICE CUM DELIVERY CHALLAN

As Per Section 31(I) of GST Act 2017 & Rule of invoice Rules

Original

<b>Customer Name:</b> SUMMIT SALES LLP 5-4-187/3&4, II ND FLOOR, MG ROAD, SECUNDERABAD - 500003  GST No. 36AAMPJ0229L1ZL	<b>Invoice No.</b> 346 <b>Date</b> 02-02-2023 <b>P.O.NO</b> 96273  <b>Time of Removal:</b>
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Sl. No	Description of Goods	HSN Code	Qty	Units NO	Rate per Unit	Total Assessable Value
2	32 MM SKIN DOORS 2P 82 X 26 ✓	20 ✓		1924.72	38,494	
3	32 MM SKIN DOORS 2P 80 X 38 ✓	10 ✓		2778.75	27,788	
4	32 MM SKIN DOORS 2P 80 X 26 ✓	20 ✓		1901.25	38,025	
7	TRANSPORT					3,500

**INWARD**

Inward No. 19324	Dt: 24-1-23
MRN No: 116672	Dt:
Received By:	Sign:

SUMMIT SALES LLP

**INWARD**

Inward No. 19312	Dt: 21-1-23
MRN No: 116586	Dt:
Received By:	Sign:

SUMMIT SALES LLP

**INWARD**

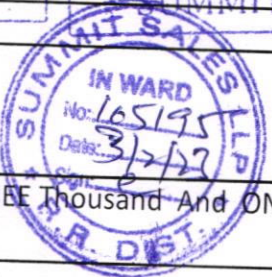
Inward No. 19314	Dt: 23-1-23
MRN No: 116640	Dt:
Received By:	Sign:

SUMMIT SALES LLP

**INWARD**

Inward No. 19352	Dt: 31-1-23
MRN No: 116953	Dt:
Received By:	Sign:

SUMMIT SALES LLP



Total GST Rs. 27,934	Total	70	-	155,185
Discount	%			-
CGST	9 %			13,967
SGST	9 %			13,967
IGST	%			-
<b>Grand Total</b>				183,119

Vehicle No: TS09UD3888 LR No: Date: 02-02-2023 Transport:

<b>Bank Details :</b> IDBI BANK, Branch : Habsiguda C.A. A/c. 0446102000013378 , IFS Code : IBKL0000446	<b>For Niki Doors</b>  Authorised Signature
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Certified that the Particulars given above are true and correct and that the amount indicated represent that Price actually charged and there is no flow of additional consideration directly or indirectly from the buyer.

Subject to Hyderabad Jurisdiction

19312, 19314, 19324, 19352

# Purchase Order

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

**Supplier Details**

NIKI DOORS  
Plot no 99, Lane 9, Prashanth Nagar, Road no 72, Jubli Hills, Hyderabad,  
Telangana.

**GSTIN** 36AAMPJ0229L1ZL

9866009933

9866009933

<b>Doc No</b>	96273	170706
<b>Doc Date</b>	19-01-2023	
<b>Quote No</b>	NIL	
<b>Quote Date</b>	12-01-2023	
<b>SupplyType</b>	Supply	

**Kind Attn : J. Sunil Kumar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 104100 - DOOR-Doors - Panel door-2Panel - - 825Wx2075Hm mx32mm - Nos 10+10 32" x 82"	20.00	2,368.88	0.00	18.00	55,905.57
2 163900 - DOOR-Doors - Panel door-2Panel - -13+7 675Wx2075Hm mx32mm - Nos 26" x 82"	20.00	1,924.72	0.00	18.00	45,423.39
3 334500 - DOOR-Doors - Panel door-2Panel - -10 975Wx2025Hm mx32mm - Nos 38" x 80"	10.00	2,778.75	0.00	18.00	32,789.25
4 331500 - DOOR-Doors - Panel door-2Panel - -10+10 675Wx2025Hm mx32mm - Nos 26"x80"	20.00	1,901.25	0.00	18.00	44,869.50
<b>Total Order Value . . .</b>					<b>178,987.71</b>

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

**Terms and Conditions :-**

<b>Specification /</b>	All items shall be of good quality, with Masonite Skin, 2 sides, 2 Panels, with mango wood frame, thickness 32mm, Rate per sft is Rs.130/- GST Extra.
<b>Payment Terms</b>	50% Advance balance after delivery
<b>Tax</b>	Inclusive of all taxes
<b>Delivery Date</b>	With in 8 days
<b>Delivery Location</b>	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
<b>Penalty For Delay</b>	Nil
<b>Transportation</b>	3,200/-
<b>Warranty</b>	1 yr
<b>Advance Paid</b>	Rs.91,094/-00, by cheque/RTGS....
<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>	Nil
<b>Measurement</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 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

Accepted the above Terms And Conditions

For **NIKI DOORS**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

# Estimate/Draft PO



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

**96273**  
**10.01.23 4:03:10**

**Supplier Details**

NIKI DOORS  
 Plot no 99, Lane 9, Prashanth Nagar, Road no 72, Jubli Hills, Hyderabad, Telangana.

**GSTIN** 36AAMPJ0229L1ZL

9866009933

9866009933

<b>Doc No</b>	96273	170706
<b>Doc Date</b>	19-01-2023	
<b>Quote No</b>	NIL	
<b>Quote Date</b>	12-01-2023	
<b>SupplyType</b>	Supply	

**Kind Attn : J. Sunil Kumar**

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<b>Total Order Value . . .</b>					<b>178,987.71</b>

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

**Terms and Conditions :-**

- Specification /** All items shall be of good quality, with Masonite Skin, 2 sides, 2 Panels, with mango wood frame, thickness 32mm, Rate per sft is Rs.130/- GST Extra.
- Payment Terms** 50% Advance balance after delivery
- Tax** Inclusive of all taxes
- Delivery Date** With in 8 days
- Delivery Location** Summit Housing LLP  
Cherlapally, Behind Kingston PG college, Hyderabad  
Phone. 9618244433, Hamendra
- Penalty For Delay** Nil
- Transportation** 3,200/-
- Warranty** 1 yr
- Advance Paid** Rs.91,094/-00, by cheque/RTGS....
- 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 SLLP stock
- Other

**APPROVED BY**

19 JAN 2023

**SOHAM MODI**  
MANAGING DIRECTOR

For **Summit Sales LLP**

Authorised Signatory

Name :

19/01/2023

Name :

Accepted the above Terms And Conditions

For **NIKI DOORS**

Date : / /

Requisition Form								
Company Name:	SLLP	Date:	12.01.2023					
Site & Phase :	SHLLP	Time:	11:00:00					
Unit No./Block No.								
Supplier:		Req. No.	170706					
Material required before date:		ID No.	83531					
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date		
1	DOOR8917-Doors-Panel door-2Panel --825Wx2075Hmmx32mm-Nos	20	16	20				
2	DOOR8194-Doors-Panel door-2Panel --675Wx2075Hmmx32mm-Nos	20	44	20				
3	DOOR1639-Doors-Panel door-2Panel --675Wx2025Hmmx32mm-Nos	20	1	20				
4	DOOR9498-Doors-Panel door-2Panel --975Wx2025Hmmx32mm-Nos	10	0	10				
5								
6								
7								
8								
9								
10								
Remarks:		For Stock Replenishing purpose						
Prepared By:		Project Manager		Purchase	MD			
Approved By:		Minish						
Sign & Date:								

1600 - 50 doors  
 1600  
 3200  
 100 (at site)  
 100 (at site)  
 2000 (at site)

**APPROVED BY**  
 13 JAN 2023  
 SOHAM MODI  
 MANAGING DIRECTOR