Note: Bill already Processed in earlier period.
30/03/23.

Form for closure of purchase order

PO no.: 20221128011	PO date: 28.11.22	Req. no.: 20221128004	Advice Scan ID

Barcoded PO available	□ Y/☑N	Invoice original available	□Y/□N /☑Copy available	POD available	☑Y/□ N

Data required from site/engineers:

MRN nos. related to PO: Inward no. 5160

□ Part material received. ☑ Full material received. □ Material not received.

□ Close PO – Balance material will be re-ordered by new requisition.

□ Cancel PO. Material not required. □ Cancel PO. Material will be re-ordered by new requisition

□ Keep PO open. Material required. □ Keep PO open. Work under progress.

Remarks by engineer: Full material received

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide scanned copy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be scanned and sent to Ravi.

Prepared by: K. Tulasi Rani Sign: Date: 29/3/23

Data required from accounts:

□ Checked with E&D for receipt of bills.

□ Bills not received against this PO. □ Part bill received against this PO. ☑ All bills received against this PO.

☑ Advance paid against this PO 100%. Amount paid: 104,380/- Date of payment: 28.11.22

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.	3167	25/4/23	1,06,074	yes
2.				
3.				

Remarks by Accountants:

Prepared by: B. Sudhar Sign: Sudhar Date: 29/03/23

Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.

Prepared by: Sign: Date:

Remarks by Ravi + details of bills to be approved:

Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.	25.11.22 (3167)	25.11.22	106,080.00	
2.				
3.				

Remarks: Need MD's Approval for enclosed bill

Prepared by: Ravi Sign: Date: 29.03.23.

Advice by MD - action to be taken.

□ Get certified bill from supplier (not original). □ Prepare bill in SSLLP for material supplied.

□ Thereafter, prepare advice for credit to supplier and send to Soham for processing.

☑ Close PO □ Keep PO open. Material awaited

□ Accounts to be reconciled with supplier. Get supplier's ledger.

Remarks:

Approved by: Soham Sign: Date:

APPROVED BY
29 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

revised Note from Ravi
All bills received, so close this PO.
30/3/23.

Purchase Order

Office Copy(For HO)

From Company:	Summit Sales LLP 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36ACQFS2044C1Z7	Delivery Location:	SSLLP Stores @ VSC Hyderabad,Telangana, ,9155546784

Supplier Details				
Sri Balaji Marketing Associates Shop no 3, SRT 343, Jawahar Nagar, Ashok nagar, Hyderabad Hyderabad,TG, GSTIN:36ACPPC4261Q1Z3 Gganshyam,9246524365 sbma233@gmail.com	PO No	20221128011	Quote No	NIL
	PO Date	28 Nov 2022	Quote Date	28 Nov 2022
	Supply Type	Purchase Order	Requisition Num	20221128004

SNo.	Item Name	Addl Spec	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
							IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	CEMT9218-Cement-PPC---50kg-Bag		340.00	239.84	0%	81,547	0%	14%	14%	0	11,417	11,417	1,04,380
								Total Amount ...		0	11,417	11,417	1,04,380
Rupees in words : One Lakh Four Thousand Three Hundred And Eighty Only.													

Terms and Conditions:-

Cement brand :	Parasakthi.
Cement Hamali charges :	Loading included. Unloading extra @ Rs.5/- per bag.
Cement quantity	Payment shall be made on quantity delivered at site
Cement payment terms:	100% advance payment.
Tax :	Inclusive of GST and all other taxes.
Delivery Date :	Within 2 days of PO
Delivery Location :	As per details given above
Transportation Cost :	Included.
Bill submission:	Vendor Shall submit proof of delivery+originak invoice at head office of purchaser

Remarks : Delivery at SOVLLP-Cherlapally Contact Person Mr Purshottam-9502177288.

For Summit Sales LLP	Accepted the above Terms And Conditions For
Authorised Signatory	
Name :-	
Sign:-	
Date :-	Date :-

TAX INVOICE

Email : sbma233@gmail.com
Phone : 040 66784365
Cell No. : 09246524365

SRI BALAJI MARKETING ASSOCIATES

DEALERS: KCP,PARASAKTI, BIRLASHAKTI & RAMCO Cements
SHOP NO 3, SRT 343, JAWAHARNAGAR, ASHOKNAGAR, HYDERABAD

GSTIN : 36ACPPC4261Q1Z3

IRN : **98df1fa7a03bc128ccafd7164653f8170e7d85f4119eae8d28b1b6706782c-fb6**
Ack No.: **112214625850395**
Ack Date: **25-Nov-22**

Billing Address	Shipping Address	
Name : SUMMIT SALES LLP **Address:** 5-4-187/34,MG ROAD, SECUNDERABAD **GSTIN: 36ACQFS2044C1Z7** **PAN No.:** **Phone :**	**Name : SUMMIT SALES LLP** **Address:** 5-4-187/34,MG ROAD, SECUNDERABAD SOV LLP CHERLAPALLY RAMPALY ROAD **GSTIN : 36ACQFS2044C1Z7**	**Invoice No.** : 3167 **Date** : 25-Nov-22 **P.O No.** : 20221128011//28/11/2022 **P.O Date** : 25-Nov-22 **Truck No.** : TS12UB5160 **EwayBill No** : 151560169455

Sl No.	Descriptions of Goods	HSN	Qty	Rate Incl. Tax	Taxable Amount	CGST 14 %	SGST 14 %	IGST 28 %
1	Parasakti PPC	25232930	340.00	312.00	82,875.00	11,602.50	11,602.50	
	TOTAL		**340.00**		**82,875.00**			

CGST Amount : 11,602.50 **IGST Amount :**
SGST Amount : 11,602.50

Total Taxable Amount	**82,875.00**
CGST 14%	11,602.50
SGST 14%	11,602.50
Grand Total	**1,06,080.00**

Value In Rs. : **INR One Lakh Six Thousand Eighty Only .**

Bank	: **HDFC BANK LTD**	**Bank**	: ♦ **Not Applicable**
Branch Name	: **RTC X Roads**	**Branch Name**	:
Account No	: **50200050652389**	**Account No**	:
IFS Code	: **HDFC0000472**	**IFS Code**	:

For SRI BALAJI MARKETING ASSOCIATES

SRI BALAJI MARKETING ASSOCIATES * HYDERABAD *

Authorised Signatory

Terms & Conditions :

CERTIFICATE : Certified that the particulars given above are true correct and the amount indicated represents the price actually charged and that there is no flow of additional consideration directly or indirectly from the buyer .

"TRUE COPY"