

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		21/1/2020		Prepared by:		Sowmya.	
PO/WO no.		64702 / 64478		PO/WO Date		31/12/19.	
Supplier Name		Sri Balaji Enterprises		PO/WO Amount		3,73,540.21 + 2006.00	
Firm/Company		SSILP		Project name		Shilp.	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	156	20/1/2020		3,75,555.06			
2.							
3.							
4.							
5.							
Amount A – Bills total(Excluding Transport & Hamali Charges)						3,75,555.06.	
Sl. No.	DC No.	DC. Date	MRN No.	DC matches MRN			
1.	156	20/1/2020.	76012.	☐ Yes ☐ No			
2.				☐ Yes ☐ No			
3.				☐ Yes ☐ No			
4.				☐ Yes ☐ No			
Amount B – Other Credits :						3776.	
Amount C – Other Debits :						-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:						3,79,331.06.	
Amount E – PO / WO value:						3,75,546.21.	
Amount F – Difference (A - E):							
Quantity received as per PO / WO			☒ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)				
Is difference between PO / Bill acceptable?			☐ Yes ☐ No (explained below)				
Excess / short material received			☐ Approved – within acceptable limits ☐ No (explained below)				
Close PO / WO			☒ Yes ☐ No – wait for balance material ☐ No (explained below)				
Advance paid / PDC given (deduct when paying)			☐ Yes..... ☐ No				
Payment – due date							
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Director Purchase	Accounts – receiver of bill	Accountant	Accounts Manager	
Sign:	Sowmya.						
Date	21/1/2020.						

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager upto 25,000/- and Purchase Director thereafter. 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/-

|| Shree Ganeshay Namah ||

GSTIN: 36AEIPJ0494H1ZF

Subject to Hyderabad Jurisdiction

CASH / CREDIT MEMO

Cell : 9030605690

9885288441



SRI BALAJI ENTERPRISES

Dealers in : Plywood, MDF, Laminate, Vaneer & Hardware

14-1-418, Near Rocket Ground, New Aghapura, Hyderabad - 500 001. T.S.

E-mail : seetaram.joshi@yahoo.com

Sl. No. 156

Date: 20-1-2020

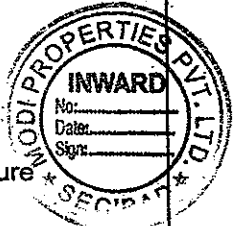
Buyer's Name Summit Scales LLP

Address Summit Housing

P.O - DOC No. 64702/64478

GSTIN: 36ACQFS2044C127

Phone

Description of Goods	Thick-ness	Size	No. of Pcs. Sq. Mtrs.	HSN CODE	Rare per Sq. Mtrs.	Amount Rs.	Ps.
Masonite-2PNL-DOOR	32MM	82X32	40NO	4418	1950/-	78000	=00
" " "	"	80X38	5NO	"	2259/-	11295	=00
" " "	"	82X26	50NO	"	1584/-	79200	=00
SS-MORTIS & LOCK HL170ASS		3X4	12NO	8301	2238/-	26856	=00
SS-Cylindrical LOCK		4X24	96NO	8301	516/-	49536	=00
SS-Hinges HL1151		7X40	280NO	8302	201/-	56280	=00
SS-DOOR STOPPER NA		1X50	50NO	8302	100/-	5000	=00
RISCHER - 6MM		1X50	50PK6	3926	100/-	5000	=00
" - 5MM		1X40	40PK6	3926	135/-	5400	=00
MIS-Hinges 4" PC		10X10	100NO	8302	17/-	1700	=00
			723NO				
D.C. No. 156  Receiver's Signature with Stamp						Total Amount	318267=00
						Cartage	3200=00
						TOTAL	321467=00
						SGST.9.0%	28932=03
						CGST.9.0%	28932=03
						IGST.....%	—
						Round Off.	— 06
						Grand Total	379331=00

Bank Name : Kotak Mahendra Bank - Branch: Rd. No.1, Banjara Hills.

A/c. No.: 4312001151, IFSC Code : KKBK0000553

Central Bank of India - Branch: Begum Bazar,

A/c. No.: 3252126355, IFSC Code : CBIN0280809

TERMS & CONDITIONS:

Vehicle No. TS12VA-4994

1. Above mentioned goods remain our property until full payment is received.
2. Goods once sold can not be taken back or exchanged.
3. Our responsibility ceases once the goods leave our premises
4. If the Bill is not paid on presentation interest at 24% per annum

E&OE

For SRI BALAJI ENTERPRISES

3,73,540.21