PURCHASE DIVISION

Advice for approval for credit to supplier

19890

| | | | | | |
|---|---|---|---|---|---|
| Date: | 28/07/23 | Prepared by | V. RAVI | Serial no. | |
| Supplier name | Patel & Co | | | HO inward no. | |
| Firm/Company | S.S.L.L.P | Project | SHLLP | HO received date | |
| PO/WO date | 11.01.23 | PO/WO No. | 96043 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 1210/23-24 | 04.07.23 | 6,53,103-00 | ☑ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |
| 4. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 6,53,103-00 |
| Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report | |

| | | | |
|---|---|---|---|
| MRN nos.: | 118536 | 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: | 653,103-00 |
| Amount E – PO / WO value: | 34,51,795-00 |
| Amount F – Difference (A – E): | 27,98,692-00 |
| 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 | 30/07/23. |
| Remarks: | Part bill & keep po open. |
| | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | V. RAVI | | | |
| Sign: | | [signature] | | | |
| Date | | 28/07/23. | | | |
| 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.

...PERTIES PVT...

5254

28/7/23

Form for closure of purchase order

| PO no.: | 96043 | PO date: | 11.01.23 | Req. no.: | 170697 | 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 | 118536 | |
| ✓□ 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: | Part mtrl received, so Keep PO open. | |

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: MINISH | Sign: for | Date: 27/07/23 |
| **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 | Amount paid: | Date of payment: |

Details of part bill received:

| Sl. No. | Bill no. | Bill date | Bill amount | Cr. given to supplier |
|---|---|---|---|---|
| 1. | 283/110 | 20.04.23 | 3,31,031 | yes |
| 2. | 339/411 | 29.04.23 | 1,87,425 | " |
| 3. | 789/845 | 02.06.23 | 1,45,327 | " |
| 4. | 931 | 08.06.23 | 1,62,342 | " |
| 5. | 4652/4698 | 10.02.23 | 5,10,102 | " |
| 6. | 4864/5098 | 20.03.23 | 3,44,501 | " |
| 7. | 1017 | 15.06.23 | 2,53,417 | " |
| 8. | 1024 | 16.06.23 | 6,43,347 | " |

Remarks by Accountants:

| | | |
|---|---|---|
| Prepared by: B. Sudheer | Sign: Sudheer | Date: 27/07/23 |

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. | 1210/23-24 | 04.07.23 | 6,53,103-00 | 118536 |
| 2. | | | | |
| 3. | | | | |

Remarks: Need MD's approval for enclosed Invoice.

| | | |
|---|---|---|
| Prepared by: Ravi | Sign: | Date: 27/07/23. |

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
27 JUL 2023
MANAGING DIRECTOR

# Estimate/Draft PO

 11-01-2023 12:46:23

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**

PATEL & CO
H No-8-7-177/5, Plot no-4& 21, Swarnadharna Nagar, Dairy farm Road, Old bowenpally, Secunderabad- 500011

**GSTIN** 36AEJPP6112M1Z6
27050751,27066567,64513751. 9440190816

| | | |
|---|---|---|
| **Doc No** | 96043 | 170697 |
| **Doc Date** | 11-01-2023 | |
| **Quote No** | Nil | |
| **Quote Date** | 11-01-2023 | |
| **SupplyType** | Supply | |

**Kind Attn : Suresh Patel**

Estimate/Draft PO for the Supply of following Items.

| Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|
| 1 607400 - PLCP-Plumbing - CP Wall Mixture- - - - - Nos<br>F2006401 | 500.00 | 2,289.00 | 0.00 | 18.00 | 1,350,510.00 |
| 2 952200 - PLCP-Plumbing - CP Pillar Cock- - - - - Nos<br>F2006101 | 500.00 | 583.00 | 0.00 | 18.00 | 343,970.00 |
| 3 779100 - PLCP-Plumbing - CP Sink Cock with Swivel Spout - - - - - Nos<br>F2006251 | 500.00 | 850.00 | 0.00 | 18.00 | 501,500.00 |
| 4 768200 - PLCP-Plumbing - CP Angle Cock- - - - - Nos<br>F8040201 | 1,500.00 | 284.00 | 0.00 | 18.00 | 502,680.00 |
| 5 911700 - PLCP-Plumbing - CP Shower Arm - - - - - Nos<br>F7020108. Shower arm with Head | 500.00 | 589.00 | 0.00 | 18.00 | 347,510.00 |
| 6 789100 - PLCP-Plumbing - CP Health Faucet- - - - - Nos<br>F8030105 | 500.00 | 415.00 | 0.00 | 18.00 | 244,850.00 |
| 7 710100 - PLCP-Plumbing - CP Short Body- - - - - Nos<br>F2006151 | 250.00 | 545.00 | 0.00 | 18.00 | 160,775.00 |

**Total Order Value . . . 3,451,795.00**

Rupees : Thirty Four Lakh(s) Fifty One Thousand Seven Hundred Ninty Five Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | Cera brand ' Ocean model ' Foam Flow, qurter turn |
| **Payment Terms** | 10% Advance payment, balance on delivery of material in parts and recipt of invoice, advance paid to be propertionatly deducted. |
| **Tax** | Included in the above prices |
| **Delivery Date** | With in 10 days |
| **Delivery Location** | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone 9618244433, Hamendra |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Nil |
| **Warranty** | 15 years any manufacturing defected, replacement warranty |
| **Advance Paid** | Rs.3,45,179/-by RTGS/NEFT |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. above order for stock Replenishing purpose |

APPROVED BY
12 JAN 2023
SOHAM MODI
MANAGING DIRECTOR

For ***Summit Sales LLP***

Authorised Signatory

Name

Accepted the above Terms And Conditions

For ***PATEL & CO***

Name :

Date : __/__/__

# Estimate/Draft PO

11-01-2023 12:46:23

Original / Office Copy / Purchase Div.Copy

| | |
|---|---|
| **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 *Summit Sales LLP*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For *PATEL & CO*

Name :

Date : __/__/__

DELIVERY CHALLAN

JOHNSON
Not just tiles, Lifestyles.

# PATEL & CO.

CERA

H.No. 8-7-177/5, Plot No. 4 & 21, Swarnadhama Nagar, Dairy Farm Road,
Old Bowenpally, Secunderabad - 500011, Ph : +91 8977213751 +91 7737513751

GSTIN : 36AEJPP6112M1Z6

M/s. Summit Sales LLP
PD - 96043

D.C. No. 1210
Date : 4/7/23.
Transport :
GSTIN :

| S. No. | PARTICULARS | HSN Code | Qty. | Rate | AMOUNT Rs. | Ps. |
|---|---|---|---|---|---|---|
| | F2006401 - W/M | | 113 | 14×8 | =112+1=113 | |
| | F2006101 - P/L | | 120 | 40+40+40+ | =120. | |
| | F9006251 S/L | | 115 | 18×6 | =108+7=115 | |
| | F8040204 - A/L | | 160 | 100+60 | =160 | |
| | F7020108 - Blus | | 105 | | 30+30+3=90+15=105 | |
| | F8030105 - H/f | | 11 | | | |
| | F2006151 - bilulc | | 28 | | | |

SUMMIT SALES LLP
IN WARD
No: 90655
Date: 24/7/23
Sign:
R.R. DIST.

INWARD

| Inward No. 9921 | Dt: 4/7/23 |
|---|---|
| MRN No: 118536 | Dt: 6/7/23 |
| Received By: | Sign: |

SUMMIT SALES LLP

Please receive the above mentioned goods in good order and condtion.

Receiver's Signature

For Patel & Co.

Authorised Signature

**Tax Invoice** *(ORIGINAL FOR RECIPIENT)* **e-Invoice**

IRN : **8971d2a80b5fade343ff69703d68a9da8dfb434831f-2c4697570498d1fa252c0**
Ack No. : **112316718629658**
Ack Date : **4-Jul-23**

**PATEL & CO**
H.NO.8-7-177/5, PLOT NO.4 & 21,
SWARNADHAMA NAGAR,DAIRY FARM ROAD,
OLD BOWENPALLY,SECUNDERABAD -11
IEC NO - AEJPP6112M
GSTIN/UIN: 36AEJPP6112M1Z6
State Name : Telangana, Code : 36
E-Mail : PATEL319@YMAIL.COM / PATELMKJ319@GMAIL.COM

| Invoice No. | e-Way Bill No. | Dated |
|---|---|---|
| **1210/23-24** | **181668758745** | **4-Jul-23** |
| Delivery Note | | Mode/Terms of Payment |
| **1210** | | |
| Reference No. & Date. | | Other References |
| Buyer's Order No. | | Dated |
| Dispatch Doc No. | | Delivery Note Date |
| **PONO 96043** | | **4-Jul-23** |
| Dispatched through | | Destination |
| Bill of Lading/LR-RR No. | | Motor Vehicle No. |
| | | **TS10UB3123** |
| Terms of Delivery | | |

Consignee (Ship to)
**SUMMIT SALES LLP**
CHERLAPALLI, BEHIND KINGSTON
PG COLLEGE, HYDERABAD.
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

Buyer (Bill to)
**SUMMIT SALES LLP**
5-4-187/3 &4,2ND FLOOR,
M.G ROAD,SECUNDERABAD
GSTIN/UIN : 36ACQFS2044C1Z7
State Name : Telangana, Code : 36

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Disc. % | Amount |
|---|---|---|---|---|---|---|---|
| 1 | **F2006401 2in1 Wallmixier** | 84819090 | **113.00 nos** | 2,289.00 | nos | | **2,58,657.00** |
| 2 | **F2006101 Pillar Cock** | 84819090 | **120.00 nos** | 583.00 | nos | | **69,960.00** |
| 3 | **F2006251 Sink Cock** | 84819090 | **115.00 nos** | 850.00 | nos | | **97,750.00** |
| 4 | **F8040204 Angle Cock** | 84819090 | **160.00 nos** | 284.00 | nos | | **45,440.00** |
| 5 | **F7020108AB - O/H SHOWER &ARM** | 39221000 | **105.00 nos** | 589.00 | nos | | **61,845.00** |
| 6 | **F8030105AB - HEALTH FAUCET** | 84819090 | **11.00 nos** | 415.00 | nos | | **4,565.00** |
| 7 | **F2006151 Bib Cock** | 84819090 | **28.00 nos** | 545.00 | nos | | **15,260.00** |
| | | | | | | | 5,53,477.00 |
| | ***CGST Output*** | | | | | | **49,812.93** |
| | ***SGST Output*** | | | | | | **49,812.93** |
| | ***Roundoff*** | | | | | | **0.14** |
| | Total | | **652.00 nos** | | | | **₹ 6,53,103.00** |

INWARD
Inward No. 19921 Dt: 4/7/23
MRN No: 118536 Dt: 6/7/23
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No. 111227
Date 24/7/23
Sign:
R.R. DIST.

9246364748

*E. & O.E*

Amount Chargeable (in words)
**INR Six Lakh Fifty Three Thousand One Hundred Three Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | R... | Total Tax Amount |
|---|---|---|---|---|---|
| 84819090 | 4,91,632.00 | 9% | 44,246.88 | | 88,493.76 |
| 39221000 | 61,845.00 | 9% | 5,566.05 | | [illegible]132.10 |
| Total | **5,53,477.00** | | **49,812.93** | | [illegible]5.86 |

Tax Amount (in words) : **INR Ninety Nine Thousand Six Hundred Twenty Five and Eighty Six p**

Company's Bank Details
Bank Name : **Hdfc Bank**
A/c No. : **50200023**
Branch & IFS Code: **Malkajgi**

Company's PAN : **AEJPP6112M**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

This is a Computer Generated Invoice

# e-Way Bill

e-Way Bill

Doc No.: **Tax Invoice - 1210/23-24**
Date : **4-Jul-23**

IRN : **8971d2a80b5fade343ff69703d68a9da8dfb434831f2c4697570498d1fa252c0**
Ack No.: **112316718629658**
Ack Date: **4-Jul-23**

### 1. e-Way Bill Details

e-Way Bill No.: **181668758745**
Generated By: **36AEJPP6112M1Z6**
Supply Type: **Outward-Supply**

Mode : **1 - Road**
Approx Distance: **24 KM**
Transaction Type: **Bill To - Ship To**

Generated Date: **4-Jul-23 3:19 PM**
Valid Upto : **5-Jul-23 11:59 PM**

### 2. Address Details

**From**

PATEL & CO
GSTIN : 36AEJPP6112M1Z6
Telangana

**To**

SUMMIT SALES LLP
GSTIN : 36ACQFS2044C1Z7
Telangana

**Dispatch From**

H.NO.8-7-177/5, PLOT NO.4 & 21,, SWARNADHAMA NAGAR, DAIRY FARM ROAD,, OLD BOWENPALLY,SECUNDERABAD -11, IEC NO - AEJPP6112M HYDERABAD Telangana 500015

**Ship To**

CHERLAPALLI, BEHIND KINGSTON, PG COLLEGE, HYDERABAD. HYDERABAD Telangana 501301

### 3. Goods Details

| HSN Code | Product Name & Desc | Quantity | Taxable Amt | Tax Rate (C+S) |
|---|---|---|---|---|
| 84819090 | F2006401 2in1 Wallmixier & F2006401 2in1 Wallmixier | 113 NOS | 2,58,657.00 | 9+9 |
| 84819090 | F2006101 Pillar Cock & F2006101 Pillar Cock | 120 NOS | 69,960.00 | 9+9 |
| 84819090 | F2006251 Sink Cock & F2006251 Sink Cock | 115 NOS | 97,750.00 | 9+9 |
| 84819090 | F8040204 Angle Cock & F8040204 Angle Cock | 160 NOS | 45,440.00 | 9+9 |
| 39221000 | F7020108AB - O/H SHOWER &ARM & F7020108AB - O/H SHOWER &ARM | 105 NOS | 61,845.00 | 9+9 |
| 84819090 | F8030105AB - HEALTH FAUCET & F8030105AB - HEALTH FAUCET | 11 NOS | 4,565.00 | 9+9 |
| 84819090 | F2006151 Bib Cock & F2006151 Bib Cock | 28 NOS | 15,260.00 | 9+9 |

Tot.Taxable Amt : **5,53,477.00** Other Amt : **0.14**
CGST Amt : **49,812.93** SGST Amt : **49,812.93**

Total Inv Amt : **6,53,103.00**

### 4. Transportation Details

Transporter ID :
Name :

Doc No. :
Date :

### 5. Vehicle Details

Vehicle No. : **TS10UB3123** From : **HYDERABAD**

CEWB No.: