

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/05/2020	Prepared by:	T.D. Murthy				
PO/WO no.	65211	PO / WO Date.	30/01/2020				
Supplier Name	P. Satish Kumar	PO/WO amount	Rs. 2,75,215/-				
Firm/Company	Summit Sales LLP	Project	Summit Housing LLP				
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	145	15/05/2020	Rs. 2,75,215/-				
2.		-	-				
3.			-				
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 2,75,215/-				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	038	13/05/2020	78909	☒ Yes ☐ No			
2.	-	-	-	☐ Yes ☐ No			
3.	-	-	-	☐ Yes ☐ No			
4.	-	-	-	☐ Yes ☐ No			
Amount B – Other Credits :			-				
Amount C – Other Debits :			-				
Amount D (D=A+B-C) – Amount to be credited to the supplier:			Rs. 2,75,215/-				
Amount E – PO / WO value:			Rs. 2,75,215/-				
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 / W?O		☒ Yes ☐ No – wait for balance material ☐ No (explained below)					
Advance paid / PDC given (deduct when paying)		☒ Yes – Rs. 1,37,608/- ☐ No					
Payment – due date		23/05/2020					
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	20/05/2020	20/05/2020	20/05/2020	20/05/2020	20/05/2020	20/05/2020	20/05/2020

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/Wo upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 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/- 7. MD to approve all bills above 1,00,000/-

GSTIN : 36BCOPK2025G1ZQ

TAX INVOICE

- ☐ Original
☐ Duplicate
☐ Triplicate



P. SATISH KUMAR ENG. WORKS

Specialist in : GRILLS, DESIGN GATES, ROLLING SHUTTERS, CHANNEL GATES, SHEDS, etc.

Plot No.23, Laxmi Nagar, Boduppal, Hyderabad - 500 039, T.S. Cell : 9391338012, 9908182181

Tax is payable of Reverse Charge :

Invoice Serial No. : 145

Invoice Date : 15/05/2020

Transportation Mode :

Vehicle No. :

Date & Time of Supply :

Place of Supply :

Bo No: 65211

Details of Receiver / Billed to :

Name : SUMMIT SALES UP

Address : M.C. ROAD

SEC-BAD

GSTIN : 36ACAF52044C127

State : TEJANHANA State Code : 36

Details of Consignee / Shipped to :

Name :

Address :

GSTIN :

State :

State Code :

Sl. No.	Description of Goods	HSN Code	Qty.	Rate	Discount %	Amount
	M.S. GRILLS		456	77		35,112=00
①	6 x 4 = 19	—	—	—	—	—
②	4 x 4 = 77	—	1232	77		94,864=00
③	4 x 3 = 24	—	288	77		22,176=00
④	2'9 x 3'6 = 68	—	77	77		5,929=00
⑤	2 x 2 = 64	—	256	77		19,712=00
⑥	5 x 4'6 = 32	—	720	77		55,440=00

Total Invoice Amount in Words : TWO LAKHS SEVENTY five thousand two hundred and fourteen ninety four paise

Total Amount 2,33,233=00

Transport Charges

Labour Charges

Bank Details :

Bank Name :

Branch :

A/c. No. :

IFSC :

65417



CGST 9% 20,990=97

SGST 9% 20,990=97

IGST ___%

Net Amount 2,75,214=94

For P. SATISH KUMAR ENG. WORKS

Receiver's Signature

Authorised Signatory

Cell : 9908182181

P. SATISH KUMAR ENG. WORKS

Specialist in : Grills, Design Gates, Rolling Shutters, Channel Gates, Sheds, Etc.

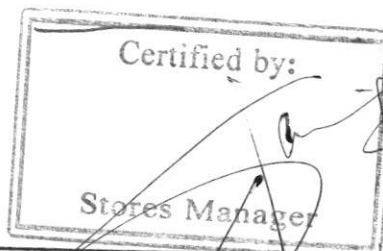
Plot No. 23, Laxmi Nagar, Boduppal, Hyderabad - 500092. T.S.

M/s. SUMMIT SALES LLP
CHERLAPALLY

D.C. No.	038
Date :	13/05/2020
Order No.	Pono/65211
Date :	Rtno/12966

Please receive the following Goods in good condition and acknowledge the same

Sl. No.	PARTICULARS	Qty.	Remarks
	M-S- Grills		
①	6 x 4 —	19	
②	4 x 4 —	77	
③	4 x 3 —	24	
④	2'9 x 3'6 —	08	
⑤	2 x 2 —	64	
⑥	5 x 4'6 —	32	
		224	



Receiver's Signature

For **P. SATISH KUMAR ENG. WORKS***P. Satish Kumar*

Inward No: 14219	Dt: 13/5/20
APN No: 78909	Dt: 15/5/20
Received By:	Sign: <i>[Signature]</i>

SUMMIT SALES LLP

Vista Homes

Date: 11/05/2020

Po No: - 65211

- ① M.s Grills (6'x4' = 19 Nos) → 456 sft.
- ② M.s Grills (4'x4' = 17 Nos) → 1832 sft
- ③ M.s Grills (4'x3' = 24 Nos) → 288 sft
- ④ M.s Grills (2'9"x3'6" = 08 Nos) → 77 sft.
- ⑤ M.s Grills. (2'x2' = 64 Nos) → 256 sft.
- ⑥ M.s Grills (5'x4'6" = 32 Nos) → 720 sft.

Material received at site

Madhu
APPROVED BY
11 MAY 2020
T. MADHU
PROJECT MANAGER

INWARD	
Sl No:	Dt: 11/05/20
Sl No:	Dt:
Received By:	Sign: <i>[Signature]</i>
Vista Homes	

INWARD	
Inward No:	Dt: 13/5/20
MEN No:	Dt:
Received By:	Sign: <i>[Signature]</i>
SUMMIT SALES LLP	

Certified by: <i>[Signature]</i>
Stores Manager

Purchase Order

Page(s) 1 Of 1

30/01/2020 2:02:46 PM



65211

01.02.20 11:10:42

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

Supplier Details

Mr. P. Satish Kumar
Plot No. 23, Laxmi Nagar, Boduppal, Hyderabad.

GSTIN 36BCOPK2025G1ZQ

9391338012

9391338012 / 9908182181

Doc No	65211	12966
Doc Date	30-01-2020	
Quote No	Nil	
Quote Date	24-02-2018	
SupplyType	Supply And Installation	

Kind Attn : Mr. P. Satish Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 8141 - Steel - other - M.S.Grills - Others - SFT 6' x 4' - 19 nos.	456.00	77.00	0.00	18.00	41,432.16
2 8141 - Steel - other - M.S.Grills - Others - SFT 4' x 4' - 77 nos.	1,232.00	77.00	0.00	18.00	111,939.52
3 8141 - Steel - other - M.S.Grills - Others - SFT 4' x 3' - 24 nos.	288.00	77.00	0.00	18.00	26,167.68
4 8141 - Steel - other - M.S.Grills - Others - SFT 2'9" x 3'6" - 08 nos.	77.00	77.00	0.00	18.00	6,996.22
5 8141 - Steel - other - M.S.Grills - Others - SFT 2' x 2' - 64 nos.	256.00	77.00	0.00	18.00	23,260.16
6 8141 - Steel - other - M.S.Grills - Others - SFT 5' x 4'6" - 32 nos.	720.00	77.00	0.00	18.00	65,419.20
Total Order Value . . .					275,214.94
Rupees : Two Lakh(s) Seventy Five Thousand Two Hundred Fourteen and Paise Ninty Four Only.					

Terms and Conditions :-

Specification / Brand	All MS flat pattis should be 3/4 - 6mm & 10 mm thickness sq.rod. Fabrication, grinding & powder coating should be of good quality. Above rates approved by M.D. vide circular no. 831(b), dtd.10/06/2016 and accepted by contractor.
Payment Terms	50% as advance & balance 50% on delivery of all materials.
Tax	All taxes included in above price.
Delivery Date	Within 5days
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra, 9502266233, Mahesh.
Penalty For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	1 year on workmanship
Advance Paid	Rs. 1,37,608/- advance paid vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for VISTA site purpose.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurement	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Mr. P. Satish Kumar**

Name : _____

Date : ____/____/____

Requisition Form

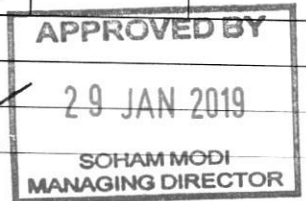
Company Name:	SUMMIT SALES LLP	Date:	29/01/2020
Site & Phase :	SUMMIT HOUSING LLP	Time:	14:30
Supplier	MR. P. SATISH KUMAR	Req. No.	12966
Material required before date:		ID No.	55000

No	Description	Size	Quantity	Units	Inward No	Date
1	MS GRILLS	6' x 4'	19	NOS		
2	MS GRILLS	4' X 4'	77	NOS		
3	MS GRILLS	4' X 3'	24	NOS		
4	MS GRILLS	2'9" x 3'6"	08	NOS		
5	MS GRILLS	2' X 2'	64	NOS		
6	MS GRILLS	5' X 4'6"	32	NOS		

Remarks: ABOVE ORDER FOR STOCK MAINTAIN(VISTA SITE) PURPOSE.

Prepared By	T D MURTHY	Sign. & Date
Date:	29/01/2020	

Note: On receipt of material at site write inward number and date in last 2 columns.



Estimate/Draft PO

Page(s) 1 Of 1

29/01/2020 1:59:32 PM

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

Draft PO for Approval

Supplier Details

Mr. P. Satish Kumar
Plot No. 23, Laxmi Nagar, Boduppal, Hyderabad.

GSTIN 36BCOPK2025G1ZQ
9391338012

9391338012 / 9908182181

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Remarks	

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Mr. P. Satish Kumar**

Name : _____

Name : _____

Date : ____/____/____