PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	14/06/20	Prepared by:	Prabhakar
PO/WO no.	67108	PO / WO Date.	11.5.20
Supplier Name	Sri Balaji Enterprises	PO/WO amount	6,70,811.12
Firm/Company	Amrit Sch LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	17	4.6.20	3,43,498.00
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,43,498.00

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	17	3.6.20	79576	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits :	Transportation	3776.00
Amount C –Other Debits :		←
Amount D (D=A+B-C) – Amount to be credited to the supplier:		3,47,274.00
Amount E – PO / WO value:		6,70,811.12
Amount F – Difference (A – E):		3,23,537.12

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.______/- ☑ No
Payment – due date	22/6/20
Remarks: Part Bill	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		14/6					

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 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/-

II Shree Ganeshay Namah II

GSTIN: 36AEIPJ0494H1ZF

Subject to Hyderabad Jurisdiction

~~CASH~~ / CREDIT MEMO

Cell : 9030605690
9885288441

SBE SRI BALAJI ENTERPRISES

"VSN"

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

No 17

#14-1-418, Near Rocket Ground, New Aghapura, Hyderabad - 500 001. T.S.
E-mail : seetaram.joshi@yahoo.com

Sl. No ~~No 18~~ Date: 4-6-2020

Buyer's Name: Summit Sales LLP

Address: Summit Housing Chedlapally P.O - DOC No. 67008

GSTIN: 36ACQFS3044C1Z7 Phone

Description of Goods	Thick -ness	Size	No. of Pcs. Sq. Mtrs.	HSN CODE	Rare per Sq. Mtrs.	Amount Rs.	Ps.
WPC Door with Honey	30MM	82X32	40NO	4418	3280/-	131200=	00
coumb Filing		82X26	60NO	4418	2665/-	159900=	00

D.C. No. 17

MODI PROPERTIES PVT. SEC'BAD
INWARD
No: 6621
Date: 11/6/20
Signe:

Receiver's Signature with Stamp

Total Amount	291100=	00
Cartage	3200 =	00
TOTAL	294300 =	00
SGST 9 %	26487 =	00
CGST 9 %	26487 =	00
IGST.......%		
Round Off.		
Grand Total	347274 =	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. TS07UA-9256

E.&O.E.

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

For SRI BALAJI ENTERPRISES

II Shree Ganeshay Namah II

GSTIN: 36AEIPJ0494H1ZF

Subject to Hyderabad Jurisdiction

Cell : 9030605690
9885288441

"SA"

SBE SRI BALAJI ENTERPRISES

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

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

Sl. No. No 1 7 =

DELIVERY CHALLAN

Date: 3-6-2020

Buyer's Name: summit sales LLP

Address: summit Housing chertapally P.O - DOC No. 67008

GSTIN: 36ACQFS2044C1Z7 Phone

Description of Goods	Thickness	Size	No. of Pcs.	Remarks
WPC Door with Honey	30mm	82X32	40 NO	
coamb Filling		82X26	60 NO	58
			100 Nos	
				MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 38804

INWARD

Inward No: 14316	Dt: 04/6/20
MRN No: 79576	Dt:
Received By:	Sign:

SUMMIT SALES LLP

Receiver's Signature with Stamp

Certified by:

Stores Manager

E.& O.E.

Despatch through/Transport Name Vehicle No. TS07UA 9256

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For SRI BALAJI ENTERPRISES

 11-May-20 1:35:18 PM

Purchase Order

67008
06.05.20 1:44:18

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

Supplier Details			
Sri Balaji Enterprises	**Doc No**	67008	14504
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	11-05-2020	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	07-05-2020	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2341 - Carpentry - doors - Panel Door 30 mm - 32 In x 82 In - Nos *WPC Panel door with honey coamb filling*	40.00	3,280.00	0.00	18.00	154,816.00
2	2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos *WPC Panel door with honey coamb filling*	100.00	2,665.00	0.00	18.00	314,470.00
3	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	144.00	860.00	40.00	18.00	87,678.72
4	2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	480.00	.335.00	40.00	18.00	113,846.40
				Total Order Value . . .		**670,811.12**

Rupees : Six Lakh(s) Seventy Thousand Eight Hundred Eleven and Paise Twelve Only.

Part received

Terms and Conditions :-

Specification / Brand	All items shall be of good quality, with Masonite Skin,2 sides,2 Panels, with honey coamb filling, Rate per sft is Rs.180/- GST 18% Extra, Main door, iinternal doors Rs. 150 per sft GST extra.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all GST taxes
Delivery Date	with in 4 days.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	One year
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for stock replanish , purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

I st Bill No 12 Amount is 2,01,525/-
Balance has to be receivable is 4,69,286/-
29/5/2020

2nd Bill no: 17, Amt: 3,47,274
Bill receivable
14/8/20

For *Summit Sales LLP*
Authorised Signatory

Name :

Accepted the above Terms And Conditions
For *Sri Balaji Enterprises*

Name :

Date : __/__/____

Estimate/Draft PO

 07-May-20 2:44:10 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

Supplier Details			
Sri Balaji Enterprises	**Doc No**	67008	14504
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	07-05-2020	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	07-05-2020	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

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Transportation Cost	Extra.
Warranty	One year
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for stock replanish , purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

APPROVED BY
07 MAY 2020
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*
Authorised Signatory

Accepted the above Terms And Conditions
For *Sri Balaji Enterprises*

Name : ____________ Name : ____________ Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	5.5.2020
Site & Phase :	SHLLP	Time:	15.30
Supplier		Req. No.	14504
Material required before date:	URGENT	ID No.	56677

No	Description	Size	Quantity	Units	Inward No	Date
1	PANEL DOOR	32"X82"	40	NOS		
2	PANEL DOOR	26"X82"	100	NOS		
3	CYLINDRICAL LOCK		144	NOS		
4	SS HINGES		480	NOS		
5						
6						
7						
8						
9						

67008

Remarks: Delivary at sov llp

Prepared By	SOWMYA	Approved by	
Sign.& Date	05.05.2020	Sign. & Date	

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

APPROVED BY
06 MAY 2020
SOHAM MODI
MANAGING DIRECTOR