PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/06/2020	Prepared by:	T.D. Murthy
PO/WO no.	66903	PO / WO Date.	21/03/2020
Supplier Name	Sri Sai Rohith Marketing Company	PO/WO amount	Rs. 4,16,757/-
Firm/Company	Summit Sales LLP	Project	Summit Housing LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	338	13/06/2020	Rs. 4,25,012/-
2.			-
3.			-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 4,25,012/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	-	04/06/2020	79578	☑ Yes □ No
2.	-	13/06/2020	79937	☑ Yes □ No
3.	-	13/06/2020	79936	☑ Yes □ No

Amount B –Other Credits :_	-
Amount C –Other Debits :_	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	Rs. 4,25,012/-
Amount E – PO / WO value:	Rs. 4,16,757/-
Amount F – Difference (A – E):	Rs. 8,255/-

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. 2,08,379/- □ No
Payment – due date	**27/06/2020**

Remarks:_

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	19/6/20	18/6	19/06/2020				

APPROVED BY
19 JUN 2020
SOHAM MODI
MANAGING DIRECTOR

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/-

ORIGINAL FOR RECEPIENT
DUPLICATE FOR SUPPLIER/TRANSPORTER
TRIPLICATE FOR SUPPLIER

TAX INVOICE

Cell : 98665 12288

SRI SAI ROHIT MARKETING.CO

New Narsimha Nagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad-76. T.S

***Dealers In:* All Kinds of Aluminium Section Sheets, Glass, Plywood & Hardware Etc,.**

GSTIN NO.36AMHPC9678H1ZM

TAX IS PAYABLE ON REVERSE CHARGE(YES/NO)

INVOICE NO. [redacted] 338

INVOICE DATE: 13-06-2020

TRANSPORTATION NAME:

VEHICLE NO. AP29W0533 L/R.NO

DATE & TIME OF SUPPLY

PLACE OF SUPPLY

DETAILS OF RECEIVER (BILLED TO)

M/S Summit Sales LLP
5-4-187/3E4, IInd Floor, M.G Road,
Secunderabad - 500003

STATE CODE GSTIN NO: 36ACQFS2044C1Z7

DETAILS OF CONSIGNEE (SHIPPED TO)

P.O.No: 66903

STATE CODE GSTIN NO:

Sl.No	HSN CODE	THICKNESS	DISCRIPTION	NO.OF.PCS	QUANTITY IN.SQ.MTRS	RATE PER.SQ. MTR	AMOUNT RS. PS
1	7610		Alluminium 3 Track windows 4'x6' →	45nos	1080 sm	280/-	302400=00
2	7610		Alluminium 3 Track windows 4'x3' →	7nos	84 sm	320/-	26880=00
3	7610		Alluminium Ventilator 2'x2' →	11nos	44 sm	450/-	19800=00
4	7610		Alluminium Openable window 2x3 →	5nos	30 sm	370/-	11100=00

...PERTIES PVT. LTD.
INWARD
No. 66390
Date 16/6/20
Sign
SEC'BAD

TOTAL BEFORE TAX		360180=00
ADD:CGST	@ 9%	32416=20
ADD:SGST	@ 9%	32416=20
ADD:IGST	@	
TAX AMOUNT GST		
GRAND TOTAL		425012=40

BANK DETAILS: HDFC BANK, HABSIGUDA BRANCH

SRI SAI ROHIT MARKETING .CO

A/C NO.50200007478658 IFSC CODE :HDFC0000368

Rupees In Words..

1.Goods once sold will not be tken back.
2.Interest @24% p.a. will be Charged If payment is not made within 15 days from the date of the Bill.
3.Subject to Secunderabad jurisdiction only.
4.Our Responsibility ceases sooner the goods leave our premises.

E & O.E

Receiver Stamp & Signature ____________

For **SRI SAI ROHIT MARKETING.CO**

Authorised Signature

Purchase Order

 12-05-2020 10:49:17

66903
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 Sai Rohith Marketing Company	**Doc No**	66903	14491
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076.	**Doc Date**	21-03-2020	
	Quote No	Nil	
GSTIN 36AMHPC9678H1ZM	**Quote Date**	01-03-2019	
9866512288	**SupplyType**	Supply	

Kind Attn : Mr. C. Laxman Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2214 - Carpentry - windows - Al. Sliding - other - sft *71.50" x 47.50" - 3 track - 45 nos*	1,061.55	280.00	0.00	18.00	350,736.12
2	2214 - Carpentry - windows - Al. Sliding - other - sft *35.50" x 47.50" - 3 track - 07 nos*	81.97	320.00	0.00	18.00	30,951.87
3	2218 - Carpentry - windows - Al.Ventilator - other - sft *23.50" x 23.50" - 11 nos*	42.24	450.00	0.00	18.00	22,429.44
4	2205 - Carpentry - windows - Al. Openable - other - sft *35.50" x 23.50" - 05 nos*	28.95	370.00	0.00	18.00	12,639.57
			Total Order Value . . .			**416,757.00**

Rupees : Four Lakh(s) Sixteen Thousand Seven Hundred Fifty Seven Only.

Terms and Conditions :-

Specification / Brand	Aluminium Sections shall be of 'Agarvanshi' brand specifications as per Cir.No. 565(a). Approved rates on dtd. 10/08/2018.
Payment Terms	50% as advance & balance 50% on delivery of all materials.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Bills must be submitted to H.O. within 30days of completion of work. 10% plty 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. 2,08,379/- to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for stock maintaine purpose.
Completion Date	Work to be completed in 2days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	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 : 12/05/2020

Accepted the above Terms And Conditions

For ***Sri Sai Rohith Marketing Company***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	21.03.2020
Site & Phase :	SHLLP	Time:	15.54
Supplier		Req. No.	14491
Material required before date:		ID No.	56548

No	Description	Size	Quantity	Units	Inward No	Date
1	3 track alu. window	6'x 4'	45	NOS		
2	3 track alu. window	3'X4'	7	NOS		
3	Ventilator window	2' x2'	11	NOS		
4	Ventilator window	3 X2'	5	NOS		
5						
6						

66908

Remarks:DELIVERY AT SSLLP

Prepared By	MOUNIKA	Approved by	APPROVED BY
Sign.& Date	21.03.2020	Sign. & Date	21 MAR 2020

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

SOHAM MODI
MANAGING DIRECTOR

Estimate/Draft PO

Page(s) 1 Of 1 21/03/2020 3:51:07 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		
Sri Sai Rohith Marketing Company New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076. **GSTIN** 36AMHPC9678H1ZM 9866512288		
	Doc No	66903 14491
	Doc Date	21-03-2020
	Quote No	Nil
	Quote Date	01-03-2019
	SupplyType	Supply

Kind Attn : Mr. C. Laxman Kumar

Estimate/Draft PO for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
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Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

APPROVED BY
21 MAR 2020
SOHAM MODI
MANAGING DIRECTOR

T.D. [signature] 21/3/20

For *Summit Sales LLP*

Authorised Signatory

Draft PO for Approval

Accepted the above Terms And Conditions

For *Sri Sai Rohith Marketing Company*

Name : ______________ Name : ______________ Date : __/__/____

Daily report of items ordered on Friday as per Updated Circular no.308(a)																	
Prepared By :			MOUNIKA														
Date:			21.03.2020														
<PO NO>					66253		<PO NO>	66708	66328	66326	63931	65573	66513				
<PO NO>					66091		<PO NO>	<PO NO>	<PO NO>	66197	63951	66324	<PO NO>				
<PO NO>					66463		<PO NO>	<PO NO>	<PO NO>	<PO NO>	63469	<PO NO>	<PO NO>				
<PO NO>					66464		<PO NO>	<PO NO>	<PO NO>	<PO NO>	64141	<PO NO>	<PO NO>				
<PO NO>					<PO NO>		<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>				
<PO NO>					<PO NO>		<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>				
<PO NO>					<PO NO>		<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>				
<PO NO>					<PO NO>		<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>				
<PO NO>					<PO NO>		<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>				
<PO NO>					<PO NO>		<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>	<PO NO>				
Friday																	
				A	B	C								D	E=C+D-A-B		
S No	Item Code	Item Description	Size	Present Stock at SSLLP	Pending delivery from supplier	Min Stock Required	NE	AGH	MPL	SOVLLP	VOCLLP	VISTA	AEDIS DEVELOPRES	Sub Total	Order Quantity	Rate	Amount
1	2400	Al.sliding windows-3 track	6'x4'	2.00	110.00	25.00	-	20.00	-	100.00	139.00	12.00	-	271.00	184.00	280.00	51,520.00
2	2401	Al.sliding windows-3 track	5'x4'	26.00	9.00	25.00	-	-	4.00	-	4.00	-	-	8.00	-	300.00	-
3	2402	Al.sliding windows-3 track	4'x4'	17.00	59.00	25.00	-	-	-	2.00	-	33.00	6.00	41.00	-	310.00	-
4	2403	Al.sliding windows-3 track	4'x3'6"	22.00	10.00	10.00	-	-	-	-	9.00	7.00	-	16.00	-	310.00	-
5	2404	Al.sliding windows-3 track	3'x3'	20.00	2.00	15.00	-	-	-	-	-	-	1.00	1.00	-	320.00	-
6	2405	Al.sliding windows-3 track	4'x3'	47.00	7.00	15.00	-	2.00	-	-	-	-	-	2.00	-	310.00	-
7	2406	Al.sliding windows-3 track	3'x4'	4.00	4.00	15.00	-	-	-	-	19.00	-	-	19.00	26.00	320.00	8,320.00
8	2407	Al.sliding windows-2 track	6'x4'	25.00	-	25.00	-	-	2.00	-	-	-	-	2.00	2.00	200.00	400.00
9	2408	Al.sliding windows-2 track	5'x4'	17.00	-	25.00	-	-	4.00	-	-	-	-	4.00	12.00	200.00	2,400.00
10	2409	Al.sliding windows-2 track	4'x4'	30.00	-	25.00	-	-	-	-	-	-	-	-	-	215.00	-
11	2410	Al.sliding windows-2 track	4'x3'	9.00	-	10.00	-	-	2.00	-	-	-	-	2.00	3.00	215.00	645.00
12	2411	Al.sliding windows-2 track	3'x4'	11.00	-	10.00	-	-	2.00	-	-	-	-	2.00	1.00	220.00	220.00
13	2412	Al.sliding windows-2 track	3'x3'	11.00	-	10.00	-	-	-	-	-	-	-	-	-	215.00	-
14	2413	Al.openable windows	2'x4'	10.00	50.00	25.00	-	9.00	-	-	-	-	-	9.00	-		-
15	2414	Al.openable windows-ventilator	2'x2'	12.00	128.00	25.00	-	14.00	1.00	99.00	-	42.00	4.00	160.00	45.00	450.00	20,250.00
16	2415	Al.openable windows-ventilator	3'x2'	88.00	-	25.00	-	-	5.00	-	78.00	-	-	83.00	20.00	370.00	7,400.00
		Total		351.00	379.00	310.00	-	45.00	20.00	201.00	249.00	94.00	11.00	620.00	293.00		91,155.00

35

25

4 weeks

Over 4 weeks

T.D. [illegible]

① Req. no: 14491

APPROVED BY
21 MAR 2020
SOHAM M[illegible]
MANAGING DIRECTOR

Shop : 040-65556190
Cell : 9866512288
9391015017

SRI SAI ROHITH MARKETING CO

Dealers in : All Kinds of Aluminium Section Sheets & Allied Products
New Narsimha Nagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad 076

We Deal with : SAINT-GOBAIN MODIGUARD ASAHI INDIA

AP29605331

Ref.: Date: 04-06-20

Summit Sales LLP.

P.O.No. 66903

(1) Alluminium 3Track Window - 353.85 SFT
6X4 -> 15Nos

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 38805
Date: 11/6
Sign:

Certified by:
Stores Manager

INWARD	
Inward No: 14318	Dt: 04/6/20
GRN No: 79578	Dt:
Received By:	Sign:
SUMMIT SALES LLP	

Shop : 040-65556190
Cell : 9866512288
9391015017

SRI SAI ROHITH MARKETING CO

Dealers in : All Kinds of Aluminium Section Sheets & Allied Products
New Narsimha Nagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad 076

We Deal with : SAINT-GOBAIN MODIGUARD ASAHI INDIA

D.C

Ref.: Date: 13-06-2020

Summit Sales LLP

P.O.No: 66903

(1) Allumininum 3Track window
4X3 → 7nos / 81097

(2) Allumininum Ventilator
2X2 → 11nos / - 42024

(3) Allumininum Openable windows
2X3 → 5nos / - 28095

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 38970
Date:
Sign: 17/6

(7) (12) Lock not Received

INWARD	
Inward No: 14379	Dt: 13/6/20
MRN No: 79937	Dt: 13/6/20
Received By:	Sign: Ry
SUMMIT SALES LLP	

Certified by:

Stores Manager

Shop : 040-65556190
Cell : 9866512288
9391015017

SRI SAI ROHITH MARKETING CO

Dealers in : All Kinds of Aluminium Section Sheets & Allied Products
New Narsimha Nagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad 076

We Deal with : SAINT-GOBAIN MODIGUARD ASAHI INDIA

Ref.: Date: 13-06-2020

Summit Sales LLP.

P.O.No: 66903

① Alluminium Windows
6X4 → 30 nos - 707.7 SFT

INWARD
No: 38971
Date: 17/6

INWARD	
Inward No: 14376	Dt: 13/6/20
MRN No: 79936	Dt: 13/6/20
Received By:	Sign:
SUMMIT SALES LLP	

Certified by

Stores Manager