

PURCHASE DIVISION
Advice for approval for credit to supplier

		10/7/2020		Prepared by:		K. R. Charyulu	
J/WO no.		68066		PO / WO Date.		17/6/2020	
Supplier Name		Sri Balaji Enterprises		PO/WO amount		2,89,638/-	
Firm/Company		SLLR		Project		SLLR	
Sl. No.		Bill No.		Bill Date		Bill amount	
1.		32		2/7/2020		2,94,594/-	
2.							
3.							
Amount A - Bills total (Excluding Transport & Hamali Charges):						2,94,594/-	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	-	-	80779	☐ Yes ☐ No			
2.				☐ Yes ☐ No			
3.				☐ Yes ☐ No			
4.				☐ Yes ☐ No			
Amount B - Other Credits :						1,298/-	
Amount C - Other Debits :							
Amount D (D=A+B-C) - Amount to be credited to the supplier:						2,95,892/-	
Amount E - PO / WO value:						2,89,638/-	
Amount F - Difference (A - E):						4,956/-	
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				Advance paid			
Remarks: Excess received							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:	✓						
Date	10/7/2020						

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 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/-

Tax Invoice

 SRI BALAJI ENTERPRISES #14-1-418, Near Rocket Ground, New Aghapura, Hyderabad - 01 E-mail : seetaram.joshi@yahoo.com Mob: 9030605690, 9885288441 GSTN : 36AEIPJ0494H1ZF	Invoice No.	Dated
	32	02-07-2020
	PO / DOC No.	D.C. No.
	68066	32
Vehicle No.		Destination
TS12UA-6156		

Billing Address :

Summit Sales LLP
5-4-187/3&4, IInd Floor
MG Road, Secunderabad - 03
GSTN : 36ACQFS2044C1Z7

Shipping Address :

Summit Housing LLP
Cherlapally, Behind Kingston PG College
Rangareddy - 500051
GSTN : 36ACQFS2044C1Z7

S. NO.	HSN	Description	UA	Size	Qty	Rate	Amount
1	8301	SS.Mortise Lock HL170Ass		4x5	20	2238.00	44760.00
2	8302	SS.Hinges HG 1151 4"		40x13	520	201.00	104520.00
3	8301	Cylindrical Lock		24x7	168	516.00	86688.00
4	8302	SS.Door Stopper NA		50x2	100	100.00	10000.00
5	8302	wood Screws		35X8	30	43.60	1308.00
6	8302	SS.Screws		32X6	20	119.00	2380.00
						Cartage	1100.00
					858		250756.00

Pre Tax : Rs 250756.00 Tax Rs.: 45136.08 Post Tax Rs.: 295892.08 R/o Rs.: -0.08 Final Rs.: 295892.00

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
8301	250756	9%	22568.04	9%	22568			45136.08
								0
								0
Total	250756	0.09	22568.04	0.09	22568	0	0	45136.08

TERMS & CONDITIONS :

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 is not paid on presentation interest at 24% per annum
5. Subject to Hyderabad Jurisdiction.

For SRI BALAJI ENTERPRISES



Authorised Signatory

Our Bank: Kotak mahendra Bank A/c No. 4312001151, IFSC : KKBK0000553

Our Bank: Central Bank Of India A/c No.3252126355, IFSC : CBIN0280809



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

Date: 2-7-2020

Phone

Receiver's Signature with Stamp

For SRI BALAJI ENTERPRISES

E. & O. E.

Purchase Order

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68066

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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
H,no.14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	68066	14628
Doc Date	17-06-2020	
Quote No	Nil	
Quote Date	17-06-2020	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2305 - Carpentry - hardware - Wood Screws - 35 x 8 mm - nos	30.00	45.90	5.00	18.00	1,543.62
2 2169 - Carpentry - hardware - SS Mortise Lock - other - nos	20.00	3,730.00	40.00	18.00	52,816.80
3 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	168.00	860.00	40.00	18.00	102,291.84
4 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	500.00	335.00	40.00	18.00	118,590.00
5 2092 - Carpentry - hardware - Door Stopper - NA - nos	100.00	100.00	0.00	18.00	11,800.00
6 2156 - Carpentry - hardware - S.S. Screws - other - pkts 32x6	20.00	110.00	0.00	18.00	2,596.00
Total Order Value . . .					289,638.26
Rupees : Two Lakh(s) Eighty Nine Thousand Six Hundred Thirty Eight and Paise Twenty Six Only.					

Terms and Conditions :-

Specification / Brand All items shall be of good quality, Dorset brand.

Payment Terms 50% advance balance after delivery

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.

Penalty For Delay Nil

Transportation Cost Extra.

Warranty One year warranty cylindrical lock, maindoor lock 5 year, if any manufacture defect.

Advance Paid Rs. 1,44,800-00, by RTGS/Cheque dated.....

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for stock replenish, purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks Req 14595 qty is included in this PO items are cylendrical locks, door stoppers.

Accepted the above Terms And Conditions

For **Summit Sales LLP**For **Sri Balaji Enterprises**

Authorised Signatory

Name : 

Name : _____

Date : ____/____/____

Estimate/Draft PO

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
H.no.14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	68066	14628
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Doc Date	17-06-2020
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Quote No	Nil
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Quote Date	17-06-2020
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SupplyType	Supply
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Kind Attn : Mr.Seetaram Joshi

Estimate/Draft PO 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	40.00	2,186.00	0.00	18.00	103,179.20
2 2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos	40.00	1,776.00	0.00	18.00	83,827.20
3 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	20.00	1,733.00	0.00	18.00	40,898.80
4 2305 - Carpentry - hardware - Wood Screws - 35 x 8 mm - nos	30.00	45.90	5.00	18.00	1,543.62
5 2169 - Carpentry - hardware - SS Mortise Lock - other - nos	20.00	3,730.00	40.00	18.00	52,816.80
6 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	168.00	860.00	40.00	18.00	102,291.84
7 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	500.00	335.00	40.00	18.00	118,590.00
8 2092 - Carpentry - hardware - Door Stopper - NA - nos	100.00	100.00	0.00	18.00	11,800.00
9 2156 - Carpentry - hardware - S.S. Screws - other - pkts 32x6	20.00	110.00	0.00	18.00	2,596.00
Total Order Value . . .					517,543.46

Rupees : Five Lakh(s) Seventeen Thousand Five Hundred Forty Three and Paise Forty Six Only.

Terms and Conditions :-

Specification / Brand All items shall be of good quality, with Masonite Skin, 2 sides, 2 Panels, mango wood, Rate per sft is Rs.120/- GST 18% Extra.

Payment Terms	50% advance balance after delivery
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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.

Penalty For Delay	Nil
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Transportation Cost Extra.

Warranty	One year
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For **Summit Sales LLP**

Authorized Signatory

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Date : / /

Name : _____

Name : _____

Estimate/Draft PO

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Advance Paid Rs. 2,68,955-00, by RTGS/Cheque dated.....

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for stock replenish, purpose.

Completion Date Nil

Measurement Nil

Security Nil

Remarks Req 14595 qty is included in this PO items are cylindrical locks, door stoppers.

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Name : _____

Date : __/__/__

Estimate/Draft PO

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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
H,no.14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	68066	14628
Doc Date	17-06-2020	
Quote No	Nil	
Quote Date	17-06-2020	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Estimate/Draft PO for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2305 - Carpentry - hardware - Wood Screws - 35 x 8 mm - nos	30.00	45.90	5.00	18.00	1,543.62
2 2169 - Carpentry - hardware - SS Mortise Lock - other - nos	20.00	3,730.00	40.00	18.00	52,816.80
3 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	168.00	860.00	40.00	18.00	102,291.84
4 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	500.00	335.00	40.00	18.00	118,590.00
5 2092 - Carpentry - hardware - Door Stopper - NA - nos	100.00	100.00	0.00	18.00	11,800.00
6 2156 - Carpentry - hardware - S.S. Screws - other - pkts 32x6	20.00	110.00	0.00	18.00	2,596.00
Total Order Value . . .					289,638.26

Rupees : Two Lakh(s) Eighty Nine Thousand Six Hundred Thirty Eight and Paise Twenty Six Only.

Terms and Conditions :-

Specification / Brand All items shall be of good quality, Dorset brand.

Payment Terms 50% advance balance after delivery

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.

Penalty For Delay Nil

Transportation Cost Extra.

Warranty One year warranty cylindrical lock, maindoor lock 5 year, if any manufacture defect.

Advance Paid Rs. 1,44,819 by RTGS/Cheque dated.....

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for stock replenish, purpose.

Completion Date Nil

Measurement Nil

Security Nil

Remarks Req 14595 qty is included in this PO items are cylindrical locks, door stoppers.

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

Company Name:	SLLP	Date:	16.06.2020
Site & Phase :	SHLLP	Time:	14.30
Supplier		Req. No.	14628
Material required before date:		ID No.	57703

No	Description	Size	Quantity	Units	Inward No	Date
1	PANEL DOORS	32X82	40 ✓	NOS		
2	PANEL DOORS	26X82	40 ✓	NOS		
3	PANEL DOORS	26X80	20 ✓	NOS		
4	WOOD SCREWS	35X8	30 ✓	PKTS		
5	MORTISE LOCK		20 ✓	NOS		
6	CYLINDRICAL LOCK		168 ✓	NOS		
7	SS HINGES		500 ✓	NOS		
8	DOOR STOPPER		100	NOS		
	SS SCREWS	32X6	20	PKTS		

Remarks: FOR STOCK MAINTENANCE

Prepared By	SOWMYA	Approved by	
Sign.& Date	16.06.2020	Sign. & Date	

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

APPROVED BY
17 JUN 2020
SOHAM MODI
MANAGING DIRECTOR