PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/7/20.	Prepared by:	SOWMYA
PO/WO no.	68895	PO / WO Date.	16/7/20.
Supplier Name	kaveri Timber Depot	PO/WO amount	58,897.
Firm/Company	SSllp	Project	SLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	175	20/7/20	58,897.
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			58,897

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	/		81305	☑ 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:	58,897
Amount E – PO / WO value:	58,897
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.______/- ☐ No
Payment – due date	25.7.2020

Remarks:_

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	21/7/20						

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/-

GST NO. 36AAFFK7078K1ZT

Subject to Hyderabad Jurisdiction

~~CASH~~ / CREDIT MEMO

✆ : 040-27157218

Kaveri Timber Depot

Dealers in : Burma Teak, Indian Teak, African Teak, Salwood, Non-Teak, Moulding & Plywood.

Plot No. 2, ECIL Road, IDA, Nacharam, Hyderabad - 76.

No. 175

Date : 20/07/2020

M/s. SUMMIT SALES LLP

GST NO :- 36ACQFS2044C1Z7. PO - 68895

Sl.No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
	IMP WOOD CUTSIZES					
	7' - 1½ x ¾ = 300 Nos	2100 SFT @ 14/-			29,400 =	00
	3' - 1½ x ¾ = 100 Nos	300 SFT @ 14/-			4,200 =	00
	3¾ - 3" x 1" = 50 Nos	187.50 @ 29/-			5,438 =	00
	7½ - 3" x 1" = 50 Nos	375 SFT @ 29/-			10,875 =	00
	E. & O.E.		TOTAL		49,913 =	00
			CGST 9 %		4,492 =	17
			SGST 9 %		4,492 =	17
			IGST %			
			ROFF		(-)	.34
			TOTAL AMOUNT GST		58,897 =	00

INWARD

Inward No: 14603 Dt: 20/7/20

GRN No: 81305 Dt: 20/7/20

Received By: Sign:

SUMMIT SALES LLP

Certified by:

Stores Manager

INWARD No. 67699 Date 22/7

Party GSTIN No.

Way Bill No. :

Vehicle No. : TS 08 UE 4962

HDFC Bank
A/c. No. 50200005516244
IFSC Code : HDFC0000081
Branch : Himayathnagar

* Goods once sold will not be taken back.
* No claim will be admitted by us once goods delivered from our premises.
* Interest rate @ 24% will be charged of this bill, if not paid within a week time.

For **Kaveri Timber Depot**

Purchase Order

 16-07-2020 15:45:17

68895
15.07.20 12:16:58

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

Supplier Details			
Kaveri Timber Depot	**Doc No**	68895	14711
Plot No. 2, Sy.no. 52 & 54, Road No.7, IDA Nacharam, Hyderabad - 500076.	**Doc Date**	16-07-2020	
	Quote No	Nil	
GSTIN 36AAFFK7078K1ZT	**Quote Date**	23-06-2020	
9441723939	**SupplyType**	Supply	

Kind Attn : Mr. Laxman Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2237 - Carpentry - wood - Sal wood Beading - other - rft *7' x 1.5 x 3/4" -300 nos*	2,100.00	14.00	0.00	18.00	34,692.00
2	2237 - Carpentry - wood - Sal wood Beading - other - rft *3' x 1.5" x 3/4" - 100 nos*	300.00	14.00	0.00	18.00	4,956.00
3	2237 - Carpentry - wood - Sal wood Beading - other - rft *3' 9" x 3" x 1" - 50 nos*	187.50	29.00	0.00	18.00	6,416.25
4	2237 - Carpentry - wood - Sal wood Beading - other - rft *7' 6" x 3" x 1" - 50 nos*	375.00	29.00	0.00	18.00	12,832.50
				Total Order Value . . .		**58,896.75**

Rupees : Fifty Eight Thousand Eight Hundred Ninty Six and Paise Seventy Five Only.

Terms and Conditions :-

Specification / Brand	Salwood from Malyasia with design.
Payment Terms	Within 10days of delivery & Production of bill
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	Nil.
Transportation Cost	Extra
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for Stock Maintananace purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

Name : 17/07/2020

Accepted the above Terms And Conditions
For *Kaveri Timber Depot*

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	14.7.2020
Site & Phase :	SHLLP	Time:	15.00
Supplier		Req. No.	14711
Material required before date:		ID No.	58474

No	Description	Size	Quantity	Units	Inward No	Date
1	MAIN DOOR BEADING	7'6"X3"X1"	50	NOS		
2	MAIN DOOR BEADING	3'9"X3"X1"	50	NOS		
3	INTERNAL BEADING	7'X1.5"X3/4"	300	NOS		
4	INTERNAL BEADING	3'X1.5"X3/4"	100	NOS		
5						
6	68895					
7						
8						

Remarks: FOR STOCK MAINTENANCE AT SSLLP

Prepared By	SOWMYA	Approved by	APPROVED BY
Sign.& Date	14.07.2020	Sign. & Date	14 JUL 2020 SOHAM MODI MANAGING DIRECTOR

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