PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	07/08/2020	Prepared by:	T.D. Murthy
PO/WO no.	68541	PO / WO Date.	01/07/2020
Supplier Name	M. Sudarshan	PO/WO amount	Rs. 4,67,398/-
Firm/Company	Summit Sales LLP	Project	Summit Housing LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	111	04/08/2020	Rs. 4,67,398/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 4,67,398/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	-	04/08/2020	81758	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits :	-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	Rs. 4,67,398/-
Amount E – PO / WO value:	Rs. 4,67,398/-
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. 2.33,699/- ☐ No
Payment – due date	**15/08/2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	7/8/20.						

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/-

TAX INVOCIE

Cell : 9849102251

M. SUDARSHAN

FABRICATION OF ALUMINIUM PARTITIONS, DOORS, WINDOWS & INTERIOR WORKS

D.No. 1348, Pioneer Bazar, Bollarum, Secunderabad - 500 010. T.S.
Email : sudarshan.maheshwaram@yahoo.com
GSTIN No. 36BBIPM8347N1ZW

Name : Summit Sales LLP
5-4-187/344 II Floor MG Road Sec-bad
GST No 36ACGFS2044C1Z7

Bill No. 111 Date 4-8-20
D.C No. Date :
Order No. 68541 Date :

Sl No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
1	Aluminum Powder coating 3 Trak Sliding windows with 4mm plain glass and Mesh Shutter 4x4x12, 3x4x4, 3x3½x5			310-0 SFT	310=00	96100	00
2	— do — 6x4 x 30 Nos			720-0	280=00	201600	00
3	Aluminum Powder coating openable ventilator 4mm Pined glass 3x2x20			120-0	370=00	44400	00
4	— do — 2x2x30 Nos			120-0	450=00	54000	00

MODI PROPERTIES PVT LTD SEC'BAD INWARD No 68057 Date 5/8 Sign

Rupees In Words : Four Lakh's Sixty Seven thousand three hundred Ninty Eight only

SUB TOTAL				396100	00
SGST	%	9		35649	00
CGST	%	9		35649	00
IGST	%				
GRAND TOTAL				467398	00

TERMS & CONDITIONS :

1. Goods once sold will not be taken back and No claim for shortage or damage will be entertained.
2. Cheque disgonour Rs. 500/- Extra
2. Our responsbility ceases no seener goods are handed over to the carring agency.
4. Subject to secunderabad Jurisdiction Only.

For M. SUDARSHAN

Sudarshan

Signature

M. Sudhasshan.

Dt: 04/8/20
P.O No - 68541 - 14689

1) Al. Window (3 Track) 4'x4' = 12 (Nos)
2) — do — 6'x4' = 30 (")
3) — do — 3'x4' = 04 (")
4) — do — 4'x3'6" = 05 (")
5) — do — ventilators 2'x2' = 30 (")
6) — do — 3'x2' = 20 (")

INWARD

Inward No:	Dt: 4/8/20
MRN No:	Dt:
Received By:	Sign:

SUMMIT SALES LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 40307
Date 7/8
Sign.

INWARD

Inward No: 14676	Dt: 4/8/20
MRN No: 81758	Dt: 5/8/20
Received By:	Sign:

SUMMIT SALES LLP

Certified by:

Stores Manager

Purchase Order

 03-07-2020 15:04:24

68541
02.07.20 12:12:26

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. M. Sudarshan
H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.

GSTIN 36BBIPM8347N1ZW

9849102251

Doc No	68541	14689
Doc Date	01-07-2020	
Quote No	Nil	
Quote Date	06-03-2020	
SupplyType	Supply	

Kind Attn : Mr. M. Sudarshan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2214 - Carpentry - windows - Al. Sliding - other - sft *47.50" x 47.50" - 3 track - 12 nos*	192.00	310.00	0.00	18.00	70,233.60
2	2214 - Carpentry - windows - Al. Sliding - other - sft *71.50" x 47.50" - 3 track - 30 nos*	720.00	280.00	0.00	18.00	237,888.00
3	2214 - Carpentry - windows - Al. Sliding - other - sft *35.50" x 47.50" - 3 track - 04 nos*	48.00	310.00	0.00	18.00	17,558.40
4	2205 - Carpentry - windows - Al. Openable - other - sft *35.50" x 23.50" - 20 nos*	120.00	370.00	0.00	18.00	52,392.00
5	2218 - Carpentry - windows - Al.Ventilator - other - sft *23.50" x 23.50" - 30 nos*	120.00	450.00	0.00	18.00	63,720.00
6	2214 - Carpentry - windows - Al. Sliding - other - sft *47.50" x 41.50" - 3 track - 05 nos*	70.00	310.00	0.00	18.00	25,606.00
					Total Order Value . . .	**467,398.00**

Rupees : Four Lakh(s) Sixty Seven Thousand Three Hundred Ninty Eight 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. 2,33,699/- 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

04/07/2020

Name : ____________

Accepted the above Terms And Conditions

For ***Mr. M. Sudarshan***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	1.7.2020
Site & Phase :	SHLLP	Time:	16.00
Supplier		Req. No.	14689
Material required before date:		ID No.	58181

No	Description	Size	Quantity	Units	Inward No	Date
1	ALU WINDOWS -3 TRACK	6'X4'	60	NOS	30+30	
2	ALU WINDOWS -3 TRACK	4'X4'	24	NOS	12+12	
3	ALU WINDOWS -3 TRACK	4'X3'6"	10	NOS	5+5	
4	ALU WINDOWS -3 TRACK	3'X4'	9	NOS	5+4	
5	ALU OPENABLE VENTILATOR	2'X2'	60	NOS	30+30	
6	ALU OPENABLE VENTILATOR	3'X2'	40	NOS	20+20	
8	68538	68541				
9						
10						

Remarks: FOR STOCK MAINTENANCE

Prepared By	SOWMYA	Approved by	
Sign.& Date	1.07.2020	Sign. & Date	APPROVED BY 3 - JUL 2020 SOHAM MODI MANAGING DIRECTOR

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

Estimate/Draft PO

 01-07-2020 16:45:09

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. M. Sudarshan H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.	**Doc No**	68541	14689
	Doc Date	01-07-2020	
GSTIN 36BBIPM8347N1ZW	**Quote No**	Nil	
9849102251	**Quote Date**	06-03-2020	
	SupplyType	Supply	

Kind Attn : Mr. M. Sudarshan

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Remarks	

APPROVED BY
3 - JUL 2020
SOHAM MODI
MANAGING DIRECTOR

T.D. [signature] 1/7/20

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Mr. M. Sudarshan***

Draft PO for Approval

Name : ____________________

Name : ____________________

Date : __/__/____