

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		28/08/2020		Prepared by:		MINISH	
PO/WO no.		69036/69030.		PO / WO Date		22/07/2020	
Supplier Name		Shri Balaji Rutej n/s		PO/WO amount		58,136/- + 134,402/-	
Firm/Company		SSLLP		Project name		SHLLP. 1,92,538/-	
Sl. No.		Bill No		Bill Date		Bill amount	
1.		056		24/08/2020.		30,965/- + 2,02,993/-	
2.							
3.							
4.							
5.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						30,965/- + 2,02,993/-	
Sl. No.	DC No.	DC. Date	MRN No.	DC matches MRN			
1.	056	24/08/2020	82247.	☐ 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:						2,02,993/-	
Amount E – PO / WO value:						1,92,538/-	
Amount F – Difference (A - E):						10,455/-	
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 / WO			☒ Yes ☐ No – wait for balance material ☐ No (explained below)				
Advance paid / PDC given (deduct when paying)			☒ Yes ☐ No				
Payment – due date							
Remarks: 50% Advance Paid.							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	Accounts – receiver of bill	Accountant	Accounts Manager	
Sign:							
Date			28/08/2020				

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 upto 25,000/- and Purchase Director thereafter. 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/-

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.

56

Dated

24-08-2020

PO / DOC No.

69030/69036

D.C. No.

56

Vehicle No.

TS12UA-4994

Destination

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	Thickness	Size	Qty	Rate	Amount
1	4418	Masonite 2 pnl door	32mm	82x32	20	2187.00	43740.00
2	4418	Masonite 2 pnl door	32mm	82x26	20	1777.00	35540.00
3	4418	Masonite 2 pnl door	32mm	80x26	20	1733.00	34660.00
4	8302	SS.Hinges 4" HG 1151		40x10	120	201.00	24120.00
5	8301	SS.Cylindre cal lock		24X2	48	516.00	24768.00
6	8302	SS.Screws 100per pkt	32x8mm		20	165.00	3300.00
7	8302	SS.Screws 100per pkt	38x8mm		20	185.00	3700.00
Cartage							2200.00
					268		172028.00



Pre Tax : Rs 172028.00 Tax Rs.: 30965.04 Post Tax Rs.: 202993.04 R/o Rs.: -0.04 Final Rs.: **202993.00**

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
4418	172028	9%	15482.52	9%	15482.5			30965.04
								0
								0
Total	172028	0.09	15482.52	0.09	15482.5	0	0	30965.04

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**

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

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

Authorized Signatory

Purchase Order

Page(s) 1 Of 1

22-Jul-20 1:58:13 PM



69036

24.07.20 11:20:52

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	69036	14736
Doc Date	22-07-2020	
Quote No	Nil	
Quote Date	22-07-2020	
SupplyType	Supply	

Kind Attn : Mr. Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	100.00	335.00	40.00	18.00	23,718.00
2 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	48.00	860.00	40.00	18.00	29,226.24
3 2156 - Carpentry - hardware - S.S. Screws - other - pkts 32x8	20.00	110.00	0.00	18.00	2,596.00
4 2156 - Carpentry - hardware - S.S. Screws - other - pkts 38x8	20.00	110.00	0.00	18.00	2,596.00
Total Order Value . . .					58,136.24

Rupees : Fifty Eight Thousand One Hundred Thirty Six and Paise Twenty Four Only.

Terms and Conditions :-

Specification / Brand All material should be Dorset brand.

Payment Terms 50% advance payment, balance after delivery.

Tax Inclusive of all GST taxes

Delivery Date with in 7 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 cylendrical locks 1 year warranty.

Advance Paid By cheque/RTGS. 29,068-00, 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.

For **Summit Sales LLP**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : ____/____/____

Estimate/Draft PO

Page(s) 1 Of 1

22-Jul-20 1:58:13 PM

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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	69036	14736
Doc Date	22-07-2020	
Quote No	Nil	
Quote Date	22-07-2020	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Estimate/Draft PO for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
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2 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	48.00	860.00	40.00	18.00	29,226.24
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4 2156 - Carpentry - hardware - S.S. Screws - other - pkts 38x8	20.00	110.00	0.00	18.00	2,596.00
Total Order Value . . .					58,136.24

Rupees : Fifty Eight Thousand One Hundred Thirty Six and Paise Twenty Four Only.

Terms and Conditions :-

Specification / Brand	All material should be Dorset brand.
Payment Terms	50% advance payment, balance after delivery.
Tax	Inclusive of all GST taxes
Delivery Date	with in 7 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	cylindrical locks 1 year warranty.
Advance Paid	By cheque/RTGS. 29,068-00, 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:		SSLLP		Date:		21.7.2020	
Site & Phase :		SHLLP		Time:		14.30	
Supplier				Req. No.		14736	
Material required before date:					ID No.		

No	Description	Size	Quantity	Units	Inward No	Date
1	PANEL DOORS	32"X82"	20	NOS		
2	PANEL DOORS	26"X82"	20	NOS		
3	PANEL DOORS	26"X80"	20	NOS		
4	CYLINDRICAL LOCKS		48	NOS		
5	SS HINGES		100	NOS		
6	SS SCREWS	32X8	20	PKTS		
7	SS SCREWS	38X8	20	PKTS		
8						
9						

Remarks: FOR STOCK MAINTENANCE AT SSLLP

Prepared By		SOWMYA		Approved by			
Sign. & Date		21.07.2020		Sign. & Date			

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



Purchase Order

Page(s) 1 Of 1

22-Jul-20 1:58:13 PM



69030

24.07.20 11:20:52

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	69030	14736
Doc Date	22-07-2020	
Quote No	Nil	
Quote Date	22-07-2020	
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	20.00	2,186.00	0.00	18.00	51,589.60
2 2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos	20.00	1,776.00	0.00	18.00	41,913.60
3 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	20.00	1,733.00	0.00	18.00	40,898.80
Total Order Value . . .					134,402.00

Rupees : One Lakh(s) Thirty Four Thousand Four Hundred Two Only.

Terms and Conditions :-

Specification / Brand	Doors should be Mango wood frame with masonite skin both side two pannel, hard wood filling inside, rate per sft is Rs. 120+18% GST, WPC Pannel door with honey coamb filling Rs. 180+18% GST.
Payment Terms	50% advance balance after delivery
Tax	Inclusive of all GST taxes
Delivery Date	with in 7 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 replacemant warranty on doors of manufacturing defects, mortise lock 5 years warranty, cylendrical locks 1 year warranty.
Advance Paid	By cheque/RTGS. 67,202-00, Dated.....
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	Req 14595 qty is included in this PO items are cylendrical locks, door stoppers.

For **Summit Sales LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : __/__/__

Estimate/Draft PO

Page 1 Of 1

22-Jul-20 1:58:13 PM

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

Supplier Details

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

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	69030	14736
Doc Date	22-07-2020	
Quote No	Nil	
Quote Date	22-07-2020	
SupplyType	Supply	

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3 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	20.00	1,733.00	0.00	18.00	40,898.80
Total Order Value . . .					134,402.00

Rupees : One Lakh(s) Thirty Four Thousand Four Hundred Two Only.

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Payment Terms	50% advance balance after delivery
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Transportation Cost	Extra.
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Advance Paid	By cheque/RTGS. 67,202-00, Dated.....
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	Req 14595 qty is included in this PO items are cylendrical 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:		SSLLP		Date:		21.7.2020	
Site & Phase :		SHLLP		Time:		14.30	
Supplier				Req. No.		14736	
Material required before date:			ID No.			58662	

No	Description	Size	Quantity	Units	Inward No	Date
1	PANEL DOORS	32"X82"	20	NOS		
2	PANEL DOORS	26"X82"	20	NOS		
3	PANEL DOORS	26"X80"	20	NOS		
4	CYLINDRICAL LOCKS		48	NOS		
5	SS HINGES		100	NOS		
6	SS SCREWS	32X8	20	PKTS		
7	SS SCREWS	38X8	20	PKTS		
8						
9						

Remarks: FOR STOCK MAINTENANCE AT SSLLP

Prepared By	SOWMYA	Approved by	
Sign.& Date	21.07.2020	Sign. & Date	

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

24/7/2020

DELIVERY CHALLAN

 SRI BALAJI ENTERPRISES #14-1-418, Near Rocket Ground, New Aghapura, Hyderabad - 01 E-mail : seetaram.joshi@yahoo.com Mob: 9030605690, 9885288441 GSTN : 36AEIPJ0494H1ZF	D. C. No. 56	Dated 24 August 2020
	PO / DOC No. 69030/69036	
	Vehicle No. TS12UA-4994	Cont. No.

Billing Address :

Sumit 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	Thickness	Size	Qty	Remark
1	4418	masonite 2pnl door	32mm	82x32 ✓	20 ✓ no	
2	4418	masonite 2pnl door	32mm	82x26 ✓	20 ✓ no	
3	4418	masonite 2pnl door	32mm	80x26 ✓	20 ✓ no	
4	8302	ss.hinges 4" hg 1151		40x3 ✓	120 ✓ no	
5	8301	ss.cylindrical lock		24x2 ✓	48 ✓ no	
6	8302	ss. screws		32x8mm ✓	20 ✓ pkt	
7	8302	ss. screws		38x8mm ✓	20 ✓ pkt	
					268	

TERMS & CONDITIONS :

- Above mentioned goods remain our property until full payment is received.
- Goods once sold can not be taken back or exchanged.
- Our responsibility ceases once the goods leave our premises.
- If the is not paid on presentation interest at 24% per annum.
- Subject to Hyderabad Jurisdiction.

For SRI BALAJI ENTERPRISES

Inward No: 14758 Dt: 24/8/20

MBN No: 82247 Dt: 24/8/20

Received By: men 82248 Sign: [Signature]

SUMMIT SALES LLP



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

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

Certified by:

Stores Manager