

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		28/08/2020		Prepared by:		MINISH	
PO/WO no.		69512		PO / WO Date		10/08/2020	
Supplier Name		Sri Balaji Enterprise		PO/WO amount		74,765/-	
Firm/Company		SSLLP.		Project name		SHILLP	
Sl. No.	Bill No	Bill Date		Bill amount			
1.	057	24/08/2020.		74,765/-			
2.							
3.							
4.							
5.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						74,765/-	
Sl. No.	DC No.	DC. Date	MRN No.	DC matches MRN			
1.	057	24/08/2020	82249	☒ 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:						74,765/-	
Amount E – PO / WO value:						74,765/-	
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 / WO			☒ Yes ☐ No – wait for balance material ☐ No (explained below)				
Advance paid / PDC given (deduct when paying)			☐ Yes - ☐ No				
Payment – due date			31/08/2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	Accounts – receiver of bill	Accountant	Accounts Manager	
Sign:							
Date							

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 addition or DCs is more than the space provided. Clearly mark the space provided with "see attachment". 3. Purchase Officer can approve Pos. Purchase Manager upto 25,000/- and Purchase Director thereafter. 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 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.

57

Dated

24-08-2020

PO / DOC No.

69512

D.C. No.

57

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	8301	SS.Mortise Lock HL170 Ass		4x3	12	2238.00	26856.00
2	8301	SS.Cylindre cal lock		24x1	24	516.00	12384.00
3	8302	SS.Hinges 4" HG 1151		40x3	120	201.00	24120.00
						Cartage	
					156		63360.00



re Tax : Rs 63360.00

Tax Rs.: 11404.80

Post Tax Rs.: 74764.80

R/o Rs.: 0.20

Final Rs.: 74765.00

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
8301	63360	9%	5702.4	9%	5702.4			11404.80
								0
								0
Total	63360	0.09	5702.4	0.09	5702.4	0	0	11404.80

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

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.

57

Dated 24 August 2020

PO / DOC No.

69512

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	8301	ss.mortise lock HL 170 ASS		4X3	12 ✓no	
2	8301	ss.cylindrical lock		24X1	24 ✓no	
3	8302	ss.hinges 4" hg 1151		40X3	120 ✓no	
					156	



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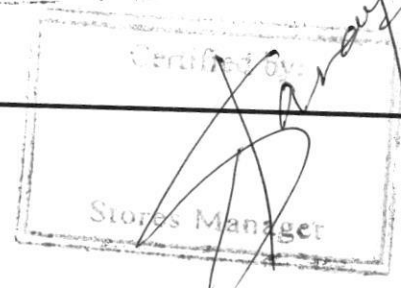
INWARD	
Inward No: 14759	Di: 24/8/20
ARN No: 82249	Di: 24/8/20
Received By:	Sign: H
SUMMIT SALES LLP	

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



Purchase Order

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10-Aug-20 5:39:02 PM



69512

11.08.20 11:32:20

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	69512	14778
	Doc Date	10-08-2020	
	Quote No	Nil	
	Quote Date	10-08-2020	
	SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

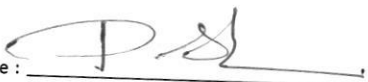
Item Name	Qty	Rate	Dis%	GST	Amount
1 2169 - Carpentry - hardware - SS Mortise Lock - other - nos	12.00	3,730.00	40.00	18.00	31,690.08
2 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	24.00	860.00	40.00	18.00	14,613.12
3 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	120.00	335.00	40.00	18.00	28,461.60
Total Order Value . . .					74,764.80
Rupees : Seventy Four Thousand Seven Hundred Sixty Four and Paise Eighty Only.					

Terms and Conditions :-

Specification / Brand	Hardware should be Dorset brand.
Payment Terms	After delivery and production of bill
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	Mortise door lock 5 yeras warranty, cylendrical lock warranty one year.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. damages if any in transit is in suppliers account. Above order for stock replanish , purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For **Summit Sales LLP**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : __/__/__

Estimate/Draft PO

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10-Aug-20 3:16:35 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

Supplier Details		Doc No	69512	14778
Sri Balaji Enterprises		Doc Date	10-08-2020	
H,no.14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001		Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF		Quote Date	10-08-2020	
9030605690		SupplyType	Supply	

Kind Attn : **Mr.Seetaram Joshi**

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Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

APPROVED BY
10 AUG 2020
SOHAM MODI
MANAGING DIRECTOR

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:		04.08.2020	
Site & Phase :		SHLLP		Time:		16.00	
Supplier				Req. No.		14778	
Material required before date:			4		ID No.		59048
No	Description	Size	Quantity	Units	Inward No	Date	
1	PANEL DOORS	26"X82"	✓ 30	NOS			
2	PANEL DOORS	38"X80"	✓ 10	NOS			
3	MORTISE LOCK		12	✓ NOS			
4	CYLINDRICAL LOCK		24	✓ NOS			
5	SS HINGES		120	✓ NOS			
6							
7							
8							
9							
10							
Remarks: For Stock maintenance and site							
Prepared By		SOWMYA		Approved by			
Sign. & Date		04.08.2020		Sign. & Date			

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



4/8/20