PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/09/2020	Prepared by:	T.D. Murthy
PO/WO no.	70119	PO / WO Date.	05/09/2020
Supplier Name	Sri Sai Rohith Marketing Company	PO/WO amount	Rs. 2,27,976/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	401	11/09/2020	Rs. 2,27,976/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 2,27,976/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	416	11/09/2020	82891	☑ 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. 2,27,976/-
Amount E – PO / WO value:				Rs. 2,27,976/-
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. 1,13,988/- ☐ No
Payment – due date	**26/09/2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	[signature]	[signature]			
Date	21/9/20	21/9	21/09/20	APPROVED BY 21 SEP 2020 MANAGING DIRECTOR			

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/-

GSTIN NO. 36AMHPC9678H1ZM

TAX INVOICE

Orginal for Recepient
Duplicate for Supplier/Transporter
Triplecate for Supplier

SRI SAI ROHIT MARKETING .CO

Dealers In: All Kinds of Aluminium Section Sheets, Glass, Plywood & Hardware Etc.,

New Narsimha Nagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad-76. T.S. CELL: 98665 12288

TAX IS PAYABLE ON REVERSE CHARGE (YES/NO)

INVOICE NO: 401

INVOICE DATE: 11/09/2020

TRANSPORTATION NAME:

VEHICLE NO: AP29W0533 L/R.NO:

DATE & TIME OF SUPPLY:

PLACE OF SUPPLY:

DETAILS OF RECEIVER (BILLED TO)

M/S Summit Sales LLP 5-4-187/3&4, IInd Floor, M.G. Road, Sec-bad-500003.

STATE CODE GSTIN NO: 36ACQFS2644Q127

DETAILS OF CONSIGNEE (SHIPPED TO)

-do-

P.O.No: 70119

STATE CODE GSTIN NO:

S.No.	HSN CODE	THICKNESS	DISCRIPTION	NO. OF.PCS	QUANTITY IN.SQ.MTRS	RATE PER.SQ.MTR	Amount Rs.	Ps.
1	7610		Alluminium 3Track windows 6x4 →	19nos	456sft	280/-	127680	00
2	7610		Alluminium openable windows 2x4 →	18nos	144sft	330/-	47520	00
3	7610		Alluminium Ventilater 2x2 →	10nos	40sft	450/-	18000	00
					TOTAL BEFORE TAX		193200	00
					ADD:CGST	9%	17388	00
					ADD:SGST	9%	17388	00
					ADD:IGST			
					TAX AMOUNT GST			
					GRAND TOTAL		227,976	00

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 69229
Date 15/9
Sign.

BANK DETAILS: HDFC BANK, HABSIGUDA BRANCH
SRI SAI ROHIT MARKETING.CO
A/C NO. 50200007478658 IFSC CODE: HDFC0000368

Rupees in Words..........

1. Once goods sold will not be taken back
2. Interest @24% p.a. will be charged if payment is not made within 15 days from the date of the Bill.
3. Subject to Secunderabad juridiction only.
4. Our Responsibilty ceases sooner the goods leave our premises
E.&O.E

Receiver Stamp & Signature..........

For SRI SAI ROHIT MARKETING.CO

Authorised Signature

DELIVERY CHALLAN / INVOICE Phone : 040-65556190

SRI SAI ROHITH MARKETING CO.,

New Narsimha Nagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad -76

DEALERS IN : All Kinds of Aluminium Section Sheets & Allied Products

To,

M/s. Summit Sales LLP

Phones :

Your Order No. Al29W0533

Date : 11/9/20

Customer TIN No. :

Invoice No. 416 Our D.C. No. 7011? Date: 11/09/20

S.No.	Description		Quantity
1	Alluminium 3Track window	6x4 →	19 nos
2	Alumin openable window	2x4 →	18 nos
3	Alumin ventilator	2x2 →	10 nos
		Total Quantity	

Certified by:

Stores Manager

TIN : 36211139541 36AMHPC9678H1ZM

• Goods once sold will not be taken back.

Receiver's Signature with Stamp

INWARD

Inward No:	Dt: 11 9 20
GRN No:	Dt:
Received By:	Sign:

SUMMIT SALES LLP

Authorised Signature

DELIVERY CHALLAN / INVOICE

Phone : 040-65556190

SRI SAI ROHITH MARKETING CO.,

New Narsimha Nagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad -76

DEALERS IN : All Kinds of Aluminium Section Sheets & Allied Products

To,

M/s. Summit Sales LLP

Phones :

Your Order No. Al29W0533

Date : 11/9/20

Customer TIN No. :

Invoice No. 416

Our P.O. No. 7011

Date: 11/09/20

S.No.	Description	Quantity
1	Alluminium 3Track window 6x4 →	19 nos
2	Alluminum openable window 2x4 →	18 nos
3	Alluminum ventilator 2x2 →	10 nos
	Total Quantity	

Certified by:

Stores Manager

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 11282 Date: 28/9

TIN : 36211139541 36AMHPC9678H1ZM

- Goods once sold will not be taken back.

Receiver's Signature with Stamp

INWARD	
Inward No: 14884	Dt: 11/9/20
GRN No: 82891	Dt: 11/9/20
Received By:	Sign:
SUMMIT SALES LLP	

Authorised Signature

Purchase Order

 05-09-2020 10:25:15

70119
03.09.20 11:50:23

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 Sai Rohith Marketing Company	**Doc No**	70119	14862
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076.	**Doc Date**	05-09-2020	
	Quote No	Nil	
GSTIN 36AMHPC9678H1ZM	**Quote Date**	06-03-2020	
9866512288	**SupplyType**	Supply	

Kind Attn : Mr. C. Laxman Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2214 - Carpentry - windows - Al. Sliding - other - sft *71.50" x 47.50" - 3 track - 19 nos*	456.00	280.00	0.00	18.00	150,662.40
2	2205 - Carpentry - windows - Al. Openable - other - sft *23.50" x 47.50" - 18 nos*	144.00	330.00	0.00	18.00	56,073.60
3	2218 - Carpentry - windows - Al.Ventilator - other - sft *23.50" x 23.50" - Openable - 10 nos*	40.00	450.00	0.00	18.00	21,240.00
					Total Order Value . . .	**227,976.00**

Rupees : Two Lakh(s) Twenty Seven Thousand Nine Hundred Seventy Six 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 6days.
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. 1,13,988/- 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

05/09/2020

Name : ____________

Accepted the above Terms And Conditions

For ***Sri Sai Rohith Marketing Company***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	3.9.2020
Site & Phase :	SHLLP	Time:	2.30
Supplier		Req. No.	14862
Material required before date:		ID No.	59618

No	Description	Size	Quantity	Units	Inward No	Date
1	Alu windows -3 track	6'x4'	19	nos		
2	Alu windows -openable	2'x4'	18	nos		
3	Alu windows -openable ventilator	2'x2'	10	nos		
4						
5						
6						
7	70119					
8						
10						
11						
12						
13						
14						

Remarks: For stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	3.9.2020	Sign. & Date	

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

APPROVED BY
04 SEP 2020
SOHAM MODI
MANAGING DIRECTOR