PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/09/2020	Prepared by:	T.D. Murthy
PO/WO no.	69676	PO / WO Date.	24/08/2020
Supplier Name	Mr. M. Sudarshan	PO/WO amount	Rs. 5,94,012/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	123	24/09/2020	Rs. 5,94,012/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 5,94,012/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	-	22/09/2020	83355	☑ 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. 5,94,012/-
Amount E – PO / WO value:	Rs. 5,94,012/-
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. 2,97,006/- ☐ No
Payment – due date	**03/10/2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	[signature]	[signature]			
Date	28/9/20	28/9	28/09/2020	APPROVED BY 28 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/-

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
5-4-187/3&4 II Floor MG Road Sc bad
GST No 36 ACXFS 2044 C1Z7

Bill No. 123 Date : 24-9-20
D.C No. Date :
Order No. 69676 Date :

Sl No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
1	Aluminum powder coating 3 Trak Slyding windows with 4mm plain Glass 4'-0 x 4'-0 x 6 Nos			SFT 96-0	310=00	29760	00
2	— do — 4'-0 x 3'-0 x 7 Nos			84-0	310=00	26040	00
3	— do — 3'-0 x 4'-0 x 11 Nos			132-0	310=00	40920	00
4	— do — 6'-0 x 4'-0 x 39 Nos			936-0	280=00	262080	00
5	— do — 5'-0 x 4'-0 x 16 Nos			320-0	300=00	96000	00
6	— do — 3'-0 x 3'-0 x 3 Nos			27-0	320=00	8640	00
7	Al. Ventilators 3'-0 x 2'-0 x 18 Nos			108-0	370=00	39960	00

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 6964A Date: 28/9/20 Sign:

Rupees In Words : Five Lakh's Ninty Four thousand Twelve only

SUB TOTAL				503400	00
SGST	%	9		45306	00
CGST	%	9		45306	00
IGST	%				
GRAND TOTAL				594012	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. Sudarsham 22|9|20

P.O:- 69676 R No:- 14802

3 Trak Slyding Window's

1) 4'-0 x 4'-0 x 6 NOS
2) 4'-0 x 3'-0 x 7 NOS
3) 3'-0 x 4'-0 x 11 NOS
4) 6'-0 x 4'-0 x 39 NOS
5) 3'-0 x 2'-0 x 18 NOS Ventlater's
6) 5'-0 x 4'-0 x 16 NOS
7) 3'-0 x 3'-0 x 3 NOS

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 91505
Date: 28/9/20
Sign:

INWARD	
Inward No:	Dt: 22/9/20
MRN No:	Dt:
Received By:	Sign:
SUMMIT SALES LLP	

INWARD	
Inward No: 14944	Dt: 22/9/20
MRN No: 83355	Dt: 24/9/20
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

22/9/20

Purchase Order

 24-08-2020 14:16:18

69676
14.08.20 11:47:16

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	**Doc No**	69676	14802
H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.	**Doc Date**	24-08-2020	
	Quote No	Nil	
GSTIN 36BBIPM8347N1ZW	**Quote Date**	06-03-2020	
9849102251	**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 - 06 nos*	96.00	310.00	0.00	18.00	35,116.80
2	2214 - Carpentry - windows - Al. Sliding - other - sft *47.50" x 35.50" - 3 track - 07 nos*	84.00	310.00	0.00	18.00	30,727.20
3	2214 - Carpentry - windows - Al. Sliding - other - sft *35.50" x 47.50" - 3 track - 11 nos*	132.00	310.00	0.00	18.00	48,285.60
4	2214 - Carpentry - windows - Al. Sliding - other - sft *71.50" x 47.50" - 3 track - 39 nos*	936.00	280.00	0.00	18.00	309,254.40
5	2205 - Carpentry - windows - Al. Openable - other - sft *35.50" x 23.50" - 18 nos*	108.00	370.00	0.00	18.00	47,152.80
6	2214 - Carpentry - windows - Al. Sliding - other - sft *59.50" x 47.50" - 3 track - 16 nos*	320.00	300.00	0.00	18.00	113,280.00
7	2214 - Carpentry - windows - Al. Sliding - other - sft *35.50" x 35.50" - 3 track - 03 nos*	27.00	320.00	0.00	18.00	10,195.20
					Total Order Value . . .	**594,012.00**

Rupees : Five Lakh(s) Ninty Four Thousand Twelve 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. 2,97,006/- 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.

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

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

Name : ____________

Date : __/__/____

PW

Requisition Form

Company Name:	SSLLP	Date:	13.08.2020
Site & Phase :	SHLLP	Time:	14.00
Supplier		Req. No.	14802
Material required before date:		ID No.	59143.

No	Description	Size	Quantity	Units	Inward No	Date
1	ALU WINDOWS -3 TRACK	6'X4'	78	NOS	39+39	
2	ALU WINDOWS -3 TRACK	5'X4'	32	NOS	16+16	
3	ALU WINDOWS -3 TRACK	4'X4'	12	NOS	6+6	
4	ALU WINDOWS -3 TRACK 69675	4'X3'6"	2	NOS		
5	ALU WINDOWS -3 TRACK	3'X3'	6	NOS	3+3	
6	ALU WINDOWS -3 TRACK	4'X3'	14	NOS	7+7	
7	ALU WINDOWS -3 TRACK 69676	3'X4'	21	NOS	11+10	
8	AL OPENABLE VENTILATOR	3'X2'	36	NOS	18+18	
9						
10						

Remarks:For stock maintenance

Prepared By	SOWMYA	Approved by	
Sign.& Date	13.08.2020	Sign. & Date	

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

APPROVED BY
14 AUG 2020
SOHAM MODI
MANAGING DIRECTOR

Estimate/Draft PO

 Original / Office Copy / Purchase Div.Copy

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

Draft PO for Approval

Supplier Details			
Sri Sai Rohith Marketing Company	**Doc No**	69675	14802
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076.	**Doc Date**	19-08-2020	
	Quote No	Nil	
GSTIN 36AMHPC9678H1ZM	**Quote Date**	06-03-2020	
9866512288	**SupplyType**	Supply	

Kind Attn : Mr. C. Laxman Kumar

Estimate/Draft PO for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2214 - Carpentry - windo[illegible] other - sft *47.50" x 47.50" - 3 track - 06 nos*	96.00	310.00	0.00	18.00	35,116.80
2	2214 - Carpentry - windows - Al. Slid[illegible] - other - sft *47.50" x 35.50" - 3 track - 07 nos*	84.00	310.00	0.00	18.00	30,727.20
3	2214 - Carpentry - windows - Al. Sliding - other - sft *35.50" x 47.50" - 3 track - 11 nos*	132.00	310.00	0.00	18.00	48,285.60
4	2214 - Carpentry - windows - Al. Sliding - other - sft *71.50" x 47.50" - 3 track - 39 nos*	936.00	280.00	0.00	18.00	309,254.40
5	2205 - Carpentry - windows - Al. Openable - other - sft *35.50" x 23.50" - 18 nos*	108.00	370.00	0.00	18.00	47,152.80
6	2214 - Carpentry - windows - Al. Sliding - other - sft *59.50" x 47.50" - 3 track - 16 nos*	320.00	300.00	0.00	18.00	113,280.00
7	2214 - Carpentry - windows - Al. Sliding - other - sft *47.50" x 41.50" - 3 track - 02 nos*	28.00	310.00	0.00	18.00	10,242.40
8	2214 - Carpentry - windows - Al. Sliding - other - sft *35.50" x 35.50" - 3 track - 03 nos*	27.00	320.00	0.00	18.00	10,195.20
					Total Order Value . . .	**604,254.40**

Rupees : Six Lakh(s) Four Thousan[illegible] [illegible]red Fifty Four and Paise Fourty Only.

P.O. No: 69676 => 594,012.00

11,98,266.40

Total Value :

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 work
Advance Paid	Rs. 3,02,127/- to be pa[illegible] [illegible] 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.

APPROVED BY
21 AUG 2020
SOHAM MODI
MANAGING DIRECTOR

19/8/20.

P.T.O

For ***Summit Sales LLP***

Authorised Signatory

T.D. Mukesh 19/8/20.

Draft PO for Approval

Accepted the above Terms And Conditions
For ***Sri Sai Rohith Marketing Company***

Name : ____________ Name : ____________ Date : __/__/____

Estimate/Draft PO

 19-08-2020 14:52:11 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, Se... lerabad.

GSTIN 36BBIPM8347N1ZW

9849102251

Doc No	69676	14802
Doc Date	19-08-2020	
Quote No	Nil	
Quote Date	06-03-2020	
SupplyType	Supply	

Kind Attn : Mr. M. Sudarshan

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Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.

APPROVED BY
21 AUG 2020
SOHAM MODI
MANAGING DIRECTOR

For ***Summit Sales LLP***

Authorised Signatory

T.D. Mucce... 19/8/20.

Name : ______________________

Draft PO for Approval

Accepted the above Terms And Conditions

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

____

Date : __/__/____