PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/10/20.	Prepared by:	D.SOWMYA
PO/WO no.	71062	PO / WO Date.	6/10/20.
Supplier Name	Sri Balaji Enterprises	PO/WO amount	12,750.
Firm/Company	SSllp	Project	Shllp.
Sl. No.	Bill No.	Bill Date	Bill amount
1	85	7/10/20.	12,751
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			12,751.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	85.	7/10/20.	83818	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
Amount B –Other Credits : Transportation charges				–
Amount C –Other Debits :				–
Amount D (D=A+B-C) – Amount to be credited to the supplier:				12,751
Amount E – PO / WO value:				12,750
Amount F – Difference (A – E): GST-18%				-1-

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. -/- ☑ No
Payment – due date	**24.10.2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	DS					
Date	21/10/20	22/10					

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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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/-

"SHREE GANESHAY NAMAH"

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. **85**	Dated **07-10-2020**
	PO / DOC No. **71062**	D.C. No. **85**
	Vehicle No. **T.Bhaskhar**	Destination **Head Offce**

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	Godreg paid Lock 6L.50mm		60x1	60	180.10	10806.00
						Cartage	
					60		10806.00

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 7065 Date 13/10 Sign.

re Tax : Rs 10806.00 Tax Rs.: 1945.08 Post Tax Rs.: 12751.08 R/o Rs.: -0.08 **Final Rs.: 12751.00**

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
	10806	9%	972.54	9%	972.54			1945.08
								0
								0
Total	**10806**		**972.54**		**972.54**	**0**	**0**	**1945.08**

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.

SRI BALAJI ENTERPRISES HYD.

For **SRI BALAJI ENTERPRISES**

Authorised Signatory

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

 08-10-2020 1:38:00 PM

71062
05.10.20 3:23:15

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 Hyderbad-500001 **GSTIN** 36AEIPJ0494H1ZF 9030605690	**Doc No**	71062	168024
	Doc Date	06-10-2020	
	Quote No	Nil	
	Quote Date	04-09-2019	
	SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2147 - Carpentry - hardware - Pad Lock - NA - nos *6 lever Godrej*	60.00	250.00	15.00	0.00	12,750.00
					Total Order Value . . .	**12,750.00**

Rupees : Twelve Thousand Seven Hundred Fifty Only.

Terms and Conditions :-

Specification / Brand As per details given in the quotation.

Payment Terms After Delivery & 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.

Penality For Delay Nil

Transportation Cost Transport cost shall be borne by us.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for stock revision, purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For ***Summit Sales LLP***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	6.10.2020
Site & Phase :	SHLLP	Time:	2.30
Supplier		Req. No.	168024
Material required before date:		ID No.	60485

No	Description	Size	Quantity	Units	Inward No	Date
1	PAD LOCKS		60	NOS		
	71662					

Remarks:FOR STOCK AND SITE PURPOSE

Prepared By	SOWMYA	Approved by	APPROVED BY
Sign.& Date	6.10.2020	Sign. & Date	-7 OCT 2020 SOHAM MODI MANAGING DIRECTOR

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

"SHREE GANESHAY NAMAH"

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.	**85**	Dated	07 October 2020
PO / DOC No.	**71062**		
Vehicle No.	TS10UB - 3123	Cont. No.	HEAD OFFICE

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	GODREG PAID LOCK 6.L 50MM		60X1	60 NO	
					60	

INWARD
Inward No: 15033 Dt: 9/10/20
MRN No: 83818 Dt: 9/10/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

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.

PROPERTIES PVT. LTD.
INWARD
No: 12925
Date: 19/10
Sign:

For SRI BALAJI ENTERPRISES
SRI BALAJI ENTERPRISES HYD.
Authorised Signatory

Our Bank: Kotak mahendra Bank A/c No. 4312001151, IFSC : KKBK0000553
Our BanK: Central Bank Of India A/c No.3252126355, IFSC : CBIN0280809