PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	29/10/2020	Prepared by:	T.D. Murthy
PO/WO no.	70332	PO / WO Date.	11/09/2020
Supplier Name	M. Sudarshan	PO/WO amount	Rs. 2,25,238/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	125	24/10/2020	Rs. 2,25,238/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 2,25,238/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	-	23/10/2020	84548	☑ 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:	Rs. 2,25,238/-
Amount E – PO / WO value:	Rs. 2,25,238/-
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. 1,12,619/- □ No
Payment – due date	**31/10/2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	29/10/20		29/10/2020	APPROVED BY 30 OCT 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 Sale's LLP 5-4-187/3&4 II Floor M.G Road Sc-bad	Bill No. 125 Date : 24-10-20
	D.C No. Date :
GST No 36 ACQFS 2044 C127	Order No. 70332 Date :

Sl No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
1	Aluminum powder coating 3 Trak Slyding window with 4mm plain glass 4'-0 x 4'-0 x 2 Nos			SFT 32-0	310=00	9920	00
2	— do — open windows 2'-0 x 4'-0 x 14 Nos			112-0	330=00	36960	00
3	— do — ventilater's 2'-0 x 2'-0 x 80 Nos			320-0	450=00	144000	00
	SUB TOTAL					190880	00
	SGST %			9		17179	20
	CGST %			9		17179	20
	IGST %						
	GRAND TOTAL					225238	40

MODI PROPERTIES PVT. LTD. INWARD No. 70474 Date 27/10 Sign SEC'BAD

Rupees In Words : Two Lakh Fifty Two thousand Two hundred Therty Eight forty Paise only

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. Sudharshan
Al, Windows

Dt:- 23/10/20
P.O - 70332 - 14886

(1) Al Sliding Window 47.50' x 47.50' = 02 (Nos
(2) -do- openable 23.50" x 47.50" = 14 (,,
(3) -do- ventilators 23.50' x 23.50' = 80 (,,

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 42283
Date 29/10
Sign

INWARD	
Inward No:	Dt: 23/10/20
MRN No:	Dt:
Received By:	Sign:
SUMMIT SALES LLP	

INWARD	
Inward No: 15120	Dt: 24/10/20
MRN No: 84548	Dt: 29/10/20
Received By:	Sign:
SUMMIT SALES LLP	

Certified by:

Stores Manager

Purchase Order

 11-09-2020 16:40:22

70332

08.09.20 12:18:45

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**	70332	14886
H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.	**Doc Date**	11-09-2020	
	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 - 02 nos*	32.00	310.00	0.00	18.00	11,705.60
2	2205 - Carpentry - windows - Al. Openable - other - sft *23.50" x 47.50" - 14 nos*	112.00	330.00	0.00	18.00	43,612.80
3	2218 - Carpentry - windows - Al.Ventilator - other - sft *23.50" x 23.50" - 80 nos*	320.00	450.00	0.00	18.00	169,920.00
				Total Order Value . . .		**225,238.40**

Rupees : Two Lakh(s) Twenty Five Thousand Two Hundred Thirty Eight and Paise Fourty 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. 1,12,619/- 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

Name : 12/09/2020

Accepted the above Terms And Conditions

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

Name : ______

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	10.9.2020
Site & Phase :	SHLLP	Time:	14.30
Supplier		Req. No.	14886
Material required before date:		ID No.	59778

No	Description	Size	Quantity	Units	Inward No	Date
1	ALU WINDOWS - 3 TRACK	4'X4'	2	NOS		
2	OPENABLE WINDOWS	2'X4'	14	NOS		
3	OPENABLE VENTILATOR	2'X2'	80	NOS		
4						
5						
6	70232					
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						

Remarks: For stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	10.9.2020	Sign. & Date	

APPROVED BY
11 SEP 2020
SOHAM MODI
MANAGING DIRECTOR

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

Purchase Order

 11-09-2020 16:40:22 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			
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H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.	**Doc Date**	11-09-2020	
	Quote No	Nil	
GSTIN 36BBIPM8347N1ZW	**Quote Date**	06-03-2020	
9849102251	**SupplyType**	Supply	

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Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

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

Name : ____________________ Name : ____________________ Date : __/__/____