

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 17/12/20.		Prepared by: D.SOWMYA	
PO/WO no. 72351.		PO / WO Date. 21/11/20	
Supplier Name Kaveri Timber Depot		PO/WO amount 28,084	
Firm/Company ssllp		Project Shlp.	
Sl. No.	Bill No.	Bill Date	Bill amount
1	836	16/12/20.	28,084
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			28,084/-
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.			86249 ☒ 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:			28,084
Amount E – PO / WO value:			28,084
Amount F – Difference (A – E): GST-18%			-
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		26.12.2020	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			17 DEC 2020
Date	17/12/20	18/12/20	MINISH PARIKH MANAGER PROCUREMENT

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/-



CASH / CREDIT MEMO

Kaveri Timber Depot

Dealers in : Burma Teak, Indian Teak, African Teak, Salwood, Non-Teak, Moulding & Plywood.
Plot No. 2, ECIL Road, IDA, Nacharam, Hyderabad - 76.

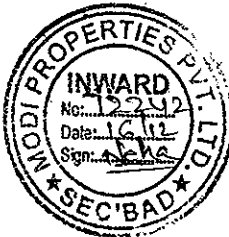
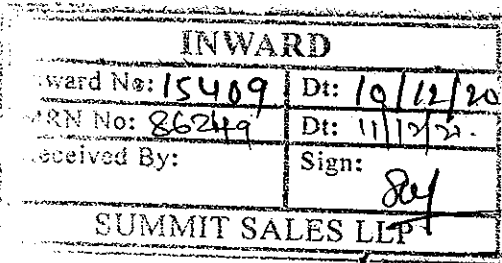
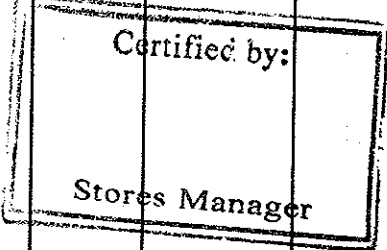
No. 836

M/s. SUMMIT SALES LLP

Date : 10.12.2020

Gst :- 36ACQFS2044C1ZF

P.O. :- 7235

Sl.No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs. Ps.
	INDP WOOD $7' - 1\frac{1}{2} \times \frac{3}{4} = 200 \text{ Nos} \checkmark - 1400 \text{ SF @ } 14/-$ $3' - 1\frac{1}{2} \times \frac{3}{4} = 100 \text{ Nos} \checkmark - 300 \text{ SF @ } 14/-$				19,600 = W 4,200 = W
	  				
	E. & O.E.			TOTAL	23,800 = W
				CGST 9%	2,142 = W
				SGST 9%	2,142 = W
				IGST %	
				TOTAL AMOUNT GST	28,084 = W
Party GSTIN No.		HDFC Bank			
Way Bill No. :		A/c. No. 50200005516244			
Vehicle No. : TS 08UB 4962		IFSC Code : HDFC0000081			
		Branch : Himayathnagar			

* Goods once sold will not be taken back.

* No claim will be admitted by us once goods delivered from our premises.

* Interest rate @ 24% will be charged of this bill, if not paid within a week time.

For **Kaveri Timber Depot**

Purchase Order

Page(s) 1 Of 1

21-11-2020 12:18:50



72351

Origl

16.11.20 11:23:59

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

Supplier Details

Kaveri Timber Depot
Plot No. 2, Sy.no. 52 & 54, Road No.7, IDA Nacharam, Hyderabad - 500076.

GSTIN 36AAFFK7078K1ZT

9441723939

Doc No	72351	168146
Doc Date	21-11-2020	
Quote No	Nil	
Quote Date	23-06-2020	
SupplyType	Supply	

Kind Attn : Mr. Laxman Patel

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2237 - Carpentry - wood - Sal wood Beading - other - rft 7' x 1.5 x 3/4" - 200 nos	1,400.00	14.00	0.00	18.00	23,128.00
2 2237 - Carpentry - wood - Sal wood Beading - other - rft 3' x 1.5" x 3/4" - 100 nos	300.00	14.00	0.00	18.00	4,956.00
Total Order Value . . .					28,084.00

Rupees : Twenty Eight Thousand Eighty Four Only.

Terms and Conditions :-

Specification / Brand	Salwood from Malyasia with design.
Payment Terms	Within 10days of delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra, 9502266233, Mahesh.
Penalty For Delay	Nil.
Transportation Cost	Extra
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qty & specs. Above order for Stock Maintanance purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**
Authorised Signatory

Name : _____

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21/11/2020

Name : _____

Accepted the above Terms And Conditions
For **Kaveri Timber Depot**

Date : ____/____/____

Requisition Form

Company Name:		SSLLP		Date:		18.11.2020	
Site & Phase :		SHLLP		Time:		16.00	
Supplier				Req. No.		168146	
Material required before date:				ID No.		61664	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Internal beading	7'x1.5"x3/4"	200	nos			
2	Internal beading	3'x1.5"x3/4"	100	nos			
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
Remarks: For stock maintenance at sslp							
Prepared By		SOWMYA		Approved by			
Sign. & Date		18.11.2020		Sign. & Date			

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

