

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date: 07/01/2021		Prepared by: MINISH.	
PO/WO no. 73299.		PO / WO Date. 29/12/2020.	
Supplier Name Sathyanarayanan Hardware		PO/WO amount 1,13,798/-	
Firm/Company SLLP.		Project SHLLP.	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	835.	31/12/2020.	43,551/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			
			43,551/-
Sl. No.	DC No	DC. Date	MRN No.
1.			8758.
2.			
3.			
4.			
☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No			
Amount B –Other Credits :			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			
Amount E – PO / WO value:			
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. /- ☒ No
Payment – due date			09/01/2021
Remarks: Part quantity received Balance Receivable Supplier is not asked to deliver the material			
Approved by	Purchase Officer	Purchase Manager	MD
Sign:		APPROVED 07 JAN 2021	Accounts – receiver of bill
Date		MINISH PARIKH MANAGER PROCUREMENT	Accountant
			Accounts Manager

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:36BCBPS4784B1ZJ

PAN: BCBPS4784B

Sathyavarapu Hardwares

Dealers in : Kitchen Accessories & Exclusive Hardware

2-3-576/2/2/A, Minister Road, Nallagutta, Secunderabad.

☎ : 040-66610337 ☎ : 98853 16000, ✉ : sathyavarapu_ravi@yahoo.com

TAX INVOICE-CASH/CREDIT

- ☐ Original for Receipt
☐ Duplicate for Transporter
☐ Triplicate for Supplier

Invoice No. : /19 - 20

Invoice Date : **835** 31/12/2019

State : Telangana

State Code 36

Transportation Mode:

LR No:

Vehicle Number:

No. of Cases:

P.O. Number :

Place of Supply:

DETAILS OF CONSIGNEE:**BILLED TO****DETAILS OF RECEIVER:****SHIPPED TO**NAME: Summit Sales Corp.Address: M.G. Road Secp.GSTIN: 36ACQF52044C127State: TelanganaState Code: 36

NAME:

Address:

P.O. No. - 73299

GSTIN:

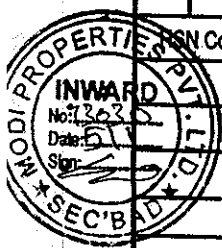
State:

State Code:

S. No.	HSN/SAC Code	Description of Goods	Qty.	UoM	Rate	Disc %	GST %	Taxable Amount (Rs.)
1	8301	Donnet ETTOK	48	nds	860/-	45%	18%	22704.20
2		Cylindrical boxes with						
3		slips						
4								
5	8302	4" SS Binding hinges	80	nds	335/-	47%	18%	14204.20
6		Donnet boxes with						
7		hinges						
8								
9								
10								
11								
12								
13								
14								

INWARDInward No: 15563Dt: 31/12/19MRN No: 87158Dt: 31/12/19

Received By:

Sign: [Signature]**SUMMIT SALES LLP**

HSN Code	Taxable Amount	GST%	CGST	SGST	IGST	Transport / If any
						Total Amount before Tax
						Add. CGST 9%
						Add. SGST 9%
						Add. IGST
						GRAND TOTAL

Amount in words: forty three thousand five hundred and fifty one only

We Bank with:
HDFC BANK,
 Paradise Branch, Secunderabad
 Current Account: 00422000029168
 RTGS/IFSC Code : HDFC0000042

* Goods once sold will not be taken back
 Subject to Secunderabad Jurisdiction E&O.E.

Receiver's Signature with Stamp

For **Sathyavarapu Hardwares**

Authorised Signatory

Purchase Order

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29-Dec-20 11:14:52 AM

Orig

73299

23.12.20 11:31:29

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

Supplier Details

Sathyavarapu Hardwares,
#2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.

GSTIN 36BCBPS4784B1ZJ
65910337.

9885316000.

Doc No	73299	168224
Doc Date	29-12-2020	
Quote No	Nil	
Quote Date	26-12-2020	
SupplyType	Supply	

Kind Attn : Mr. S. Ravi Kumar.

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2169 - Carpentry - hardware - SS Mortise Lock - other - nos	28.00	3,730.00	43.00	18.00	70,246.34
2 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	48.00	860.00	45.00	18.00	26,790.72
3 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	80.00	335.00	47.00	18.00	16,760.72
Total Order Value ...					113,797.78
Rupees : One Lakh(s) Thirteen Thousand Seven Hundred Ninty Seven and Paise Seventy Eight Only.					

Terms and Conditions :-

Specification / Brand	Hardware is Dorset brand
Payment Terms	After delivery and production of bill
Tax	Included in the above prices
Delivery Date	With a week
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra, 9502266233, Mahesh.
Penalty For Delay	Nil
Transportation Cost	Extra as per actuals
Warranty	1 year warranty on hinges, 5 years on mortise lock
Advance Paid	Nil
Other Terms	We reserve the rights to reject the items if not as per specification damage if any in suppliers cost, above order is for stock maintenance purpose
Completion Date	NIL
Measurment	Nil
Security	Nil
Remarks	Nil

Part quantity Received Balance Receivable
Bill No/r 835 dt 31/12/20 Amt/r 43,551/-
Balance! Amt/r Receivable
RS/- 70,247/-
A
07/01/2021

For **Summit Sales LLP**

Authorised Signatory

Name :

Name :

Accepted the above Terms And Conditions

For **Sathyavarapu Hardwares,**

Date : _/ _/ _

Requisition Form

Company Name:		Summit sales llp		Date:		16.12.20	
Site & Phase :		Summit housing llp		Time:		11.00	
Supplier				Req. No.		168224	
Material required before date:				ID No.		62349	
No	Description	Size	Quantity	Units	Inward No	Date	
1	MORTISE LOCK		28	NOS			
2	CYLINDRICAL LOCK		48	NOS			
3	SS HINGES		80	NOS			
4							
5							
6							
7							
8							
9							
Remarks: For stock maintenance and site use							
Prepared By		SOWMYA		Approved by			
Sign. & Date		16.12.20		Sign. & Date			

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

APPROVED BY
21 DEC 2020
SOHAM MODI
MANAGING DIRECTOR

Estimate/Draft PO

Page(s) 1 Of 1

26-Dec-20 1:57:11 PM

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

Sathyavarapu Hardwares,
#2-3-576/2/2, Minister Road, Nallagutta, Sec-Bad.

GSTIN 36BCBPS4784B1Z1
65910337.

9885316000.

Doc No	73299	168224
Doc Date	26-12-2020	
Quote No	Nil	
Quote Date	26-12-2020	
SupplyType	Supply	

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Advance Paid	Nil
Other Terms	We reserve the rights to reject the items if not as per specification damage if any in suppliers cost, above order is for stock maintenance purpose
Completion Date	NIL
Measurment	Nil
Security	Nil
Remarks	Nil

APPROVED BY
28 DEC 2020
SOHAM MODI
MANAGING DIRECTOR

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sathyavarapu Hardwares,**

Name : _____

Name : _____

Date : __/__/__