

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 5/1/21		Prepared by: Balhakar P	
PO/WO no. 71554		PO / WO Date. 27.10.20	
Supplier Name Sri Balaji Enterprises		PO/WO amount 4,03,659.80	
Firm/Company Sumir & Co LLP		Project SHLLP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	122	30.11.20	18,486.00
2			
3			
4			
Amount A - Bills total(Excluding Transport & Hamali Charges):			18,486.00
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.	122	30.11.20	85836 ☒ 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:			18,486.00
Amount E - PO / WO value:			4,03,659.80
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		11/1/21 ; Ndc taken from Accounts	
Remarks: Find bill, Original PO has been sent to accounts earlier proof has been attached			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:			
Date	4/1/21		

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/-

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.

122

Dated

30-11-2020

PO / DOC No.

71554

D.C. No.

122

Vehicle No.

TS12UA-4994

Destination

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	ss mortise lock HL 170 Ass			7 ✓	2238.00	15666.00
INWARD Inward No: 15339 Dt: 30/11/20 MRN No: 85836 Dt: 01/12/20 Received By: Sign: [Signature] SUMMIT SALES LLP Certified by: Stores Manager							
					7		15666.00

re Tax : Rs 15666.00

Tax Rs.: 2819.88

Post Tax Rs.: 18485.88

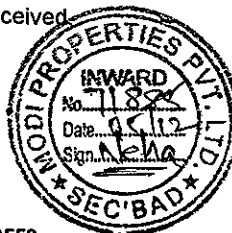
R/o Rs.: 0.12

Final Rs.: 18486.00

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
8301	15666	9%	1409.94	9%	1409.94			2819.88
								0
								0
Total	15666	0.09	1409.94	0.09	1409.94	0	0	2819.88

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.



For SRI BALAJI ENTERPRISES



Our Bank: Kotak mahendra Bank A/c No. 4312001151, IFSC : KKBK0000553

Our Bank: Central Bank Of India A/c No.3252126355, IFSC : CBIN0280809

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.

122

Dated

30-11-2020

PO / DOC No.

71554

Vehicle No.

TS12UA-4994

Cont. No.

Billing Address :

Sumit Sales LLP
5-4-187/3&4, IInd Floor
MG Road, Secunderabad - 03
GSTN : 36ACQFS2044C1Z7

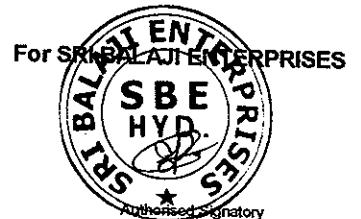
Shipping Address :

Summit Housing LLP
Cherlapally, Behind Kingston PG College
Rangareddy - 500051
GSTN : 36ACQFS2044C1Z7

S. NO.	HSN	Description	Thickness	Size	Qty	Remark
1	8301	SS.MORTISE LOCK HL 170 ASS			7 NOS	
					7	

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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

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27-Oct-20 9:55:59 AM



71554

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PY

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

Supplier Details

Sri Balaji Enterprises
H, no.14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	71554	168066
Doc Date	27-10-2020	
Quote No	Nil	
Quote Date	22-10-2020	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2341 - Carpentry - doors - Panel Door 30 mm - 32 In x 82 In - Nos	20.00	2,186.00	0.00	18.00	51,589.60
2 2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos	30.00	1,777.00	0.00	18.00	62,905.80
3 2360 - Carpentry - doors - Panel Doors - Others - Nos 38"x80"	10.00	2,533.00	0.00	18.00	29,889.40
4 2169 - Carpentry - hardware - SS Mortise Lock - other - nos	24.00	3,730.00	40.00	18.00	63,380.16
5 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	144.00	860.00	40.00	18.00	87,678.72
6 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	400.00	335.00	40.00	18.00	94,872.00
7 2305 - Carpentry - hardware - Wood Screws - 35 x 8 mm - nos	30.00	45.90	5.00	18.00	1,543.62
8 2156 - Carpentry - hardware - S.S. Screws - other - pkts 38x8	20.00	250.00	0.00	18.00	5,900.00
9 2100 - Carpentry - hardware - Fischer - 6mm - pkts	50.00	100.00	0.00	18.00	5,900.00
Total Order Value . . .					403,659.30
Rupees : Four Lakh(s) Three Thousand Six Hundred Fifty Nine and Paise Thirty Only.					

Terms and Conditions :-

Specification / Brand 2 Pannel door with masonite skin two sides hard wood filling inside, mango wood frame, rate per sft Rs. 120+ 18% GST, Hardware is Dorset brand

Payment Terms 50% Advance balance after delivery

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 One year replacement warranty on doors, mortise lock 5 year, cylindrical lock 1 year warranty.

Advance Paid Rs.2,01,830-00, by cheque....., dated.....

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Bill not received.

V. Balaji
07/10/2021

Name :

Date : / /

Purchase Order

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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

Measurement

Nil

Security

Nil

Remarks

Nil

For **Summit Sales LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name :

Date : / /

Estimate/Draft PO

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Original / Office Copy / Purchase Div. Copy

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

Supplier Details

Sri Balaji Enterprises
H, no. 14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001

GSTIN 36AEIPJ0494H1Z7

9030605690

Doc No	71554	168066
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Quote No	Nil	
Quote Date	22-10-2020	
SupplyType	Supply	

Kind Attn : Mr. Seetaram Joshi

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Penalty For Delay Nil

Transportation Cost Extra as per actuals

Warranty One year replacement warranty on doors, mortise lock 5 year, cylindrical lock 1 year warranty.

Advance Paid Rs 2,01,830-00, by cheque..... dated.....

For **Summit Sales LLP**

Authorised Signatory

APPROVED BY
24.10.2020
SOHAM MODI
MANAGING DIRECTOR

Accepted the above Terms And Conditions
For **Sri Balaji Enterprises**

Estimate/Draft PO

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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

For Summit Sales LLP

Authorised Signatory



Name :

Accepted the above Terms And Conditions
For Sri Balaji Enterprises

Name :

Requisition Form

Company Name:		SSLLP		Date:		20.10.2020	
Site & Phase :		SHLLP		Time:		16.00	
Supplier				Req. No.		168066	
Material required before date:				ID No.		60920	
No	Description	Size	Quantity	Units	Inward No.	Date	
1	PANEL DOORS	32"X82"	20 ✓	NOS			
2	PANEL DOORS	26"X82"	30 ✓	NOS			
3	PANEL DOORS	38"X80"	10 ✓	NOS			
4	WOOD SCREWS	35X8	30 ✓	PKTS			
5	SS SCREWS	38X8	20 ✓	PKTS			
6	FISHER	6MM	50 ✓	NOS			
7	MORTISE LOCK		24 ✓	NOS			
8	CYLINDRICAL LOCK		144 ✓	NOS			
9	SS HINGES		400 ✓	NOS			
Remarks: FOR STOCK MAINTENANCE							
Prepared By		SOWMYA		Approved by			
Sign. & Date		20.10.2020		Sign. & Date			

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

