PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/02/2021	Prepared by:	T.D. Murthy
PO/WO no.	74612	PO / WO Date.	09/02/2021
Supplier Name	M. Sudarshan	PO/WO amount	Rs. 17,558/-
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	150	16/02/2021	Rs. 17,558/-
2.	-	-	-
3.			
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 17,558/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	-	18/02/2021	88972	☑ 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. 17,558/-
Amount E – PO / WO value:	Rs. 17,558/-
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	**27/02/2021**

Remarks:

	Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]	[signature]					
Date		19/2						

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

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 Sales LLP
3-4-187/344 II Floor MG Road Sec-bad
GST No 36 ACQ FS 2044 C1 Z7

Bill No. 150 Date : 16/12/21
D.C No. Date : ....
Order No. 74612 Date : ....

Sl No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
1	Aluminium Powder Coating 3 Track Sliding windows with 4mm Plain Glass 47-50 x 35-50 x 4 nos			SFT 48-0	310=00	14880	00

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 7459 Date: 19/12/21 Sign:

Rupees In Words : Seventeen thousand Five hundred fifty Eight and forty Paisa only

SUB TOTAL			14880	00
SGST %	9		1339	20
CGST %	9		1339	20
IGST %				
GRAND TOTAL			17558	40

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. Sudarshan Al Window's
18/2/21

3 Track Sliding Window's

PO:- 74612

1. 4'-0 x 3'-0 x 4 Nos

MODI PROPERTIES PVT. LTD.
INWARD
No. 45797
Date 19/2/21
Sign: Neha
SEC'BAD

MODI PROPERTIES PVT. LTD.
INWARD
No. 45777
Date 19/2/21
Sign: Neha
SEC'BAD

INWARD

Inward No: 15859	Dt: 18/02/21
GRN No: 88972	Dt: 19/2/21
Received By:	Sign:

SUMMIT SALES LLP

Certified by:

Stores Manager

 09-02-2021 16:02:52

Purchase Order

74612
10.02.21 4:59:45 py

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
H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.

GSTIN 36BBIPM8347N1ZW

9849102251

Doc No	74612	168369
Doc Date	09-02-2021	
Quote No	Nil	
Quote Date	09-02-2021	
SupplyType	Supply	

Kind Attn : Mr. M. Sudarshan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2405 - Carpentry - windows - Al.sliding Windows 3 track - 4 ft X 3 ft - Sft *47.50" x 35.50" - 04nos*	48.00	310.00	0.00	18.00	17,558.40
Rupees : Seventeen Thousand Five Hundred Fifty Eight and Paise Fourty Only.					**Total Order Value . . .**	**17,558.40**

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	After 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
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	Nil
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 : 09/02/2021

Accepted the above Terms And Conditions
For *Mr. M. Sudarshan*

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	Summit sales llp	Date:	4.2.2021
Site & Phase :	Summit housing llp	Time:	11.00
Supplier		Req. No.	168369
Material required before date:		ID No.	63748

No	Description	Size	Quantity	Units	Inward No	Date
1	AL sliding windows-3 track	4'x3'	4	nos		
2						
3						
4						
5						
6	74612					
7						
8						
9						
10						
11						
12						
13						
14						

Remarks: for ssllp stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	4.2.2021	Sign. & Date	

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

APPROVED BY
05 FEB 2021
SOHAM MODI
MANAGING DIRECTOR