

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: <u>15/3/21</u>		Prepared by: <u>PRABHAKAR</u>	
PO/WO no. <u>75246</u>		PO / WO Date. <u>25/2/21</u>	
Supplier Name <u>Shri Balaji Enterprises</u>		PO/WO amount <u>4,39,794.97</u>	
Firm/Company <u>Sunmit Leasing</u>		Project <u>8422P</u>	
Sl. No.	Bill No.	Bill Date	Bill amount
1	<u>176</u>	<u>03/03/21</u>	<u>1,86,329.60</u>
2			
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			<u>1,86,329.60</u>
Sl. No.	DC .No	DC. Date	MRN No.
1.	/	/	<u>89593</u>
2.	/	/	
3.	/	/	
Amount B –Other Credits : Transportation charges/Charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			<u>1,86,329.60</u>
Amount E – PO / WO value:			<u>4,39,794.97</u>
Amount F – Difference (A – E): GST-18%			<u>2,53,465.00</u>
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. <u>15</u> ☒ No	
Payment – due date		<u>22/3/21</u>	
Remarks: <u>Part 8511</u>			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:	<u>[Signature]</u>	<u>[Signature]</u>	<u>[Signature]</u>
Date	<u>15/3</u>	<u>16 MAR 2021</u>	

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/-

"SHREE GANESHAY NAMA"

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.
176
PO / DOC No.
75246
Vehicle No.
TS12UC-8002

Dated
03-03-2021
D.C. No.
176
Destination

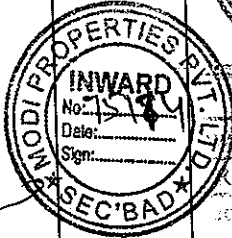
Billing Address :

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

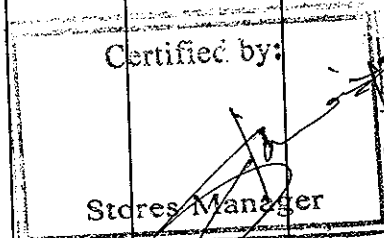
Shipping Address :

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

S. NO.	HSN	Description	Thickness	Size	Qty	Rate	Amount
1	8301	SS.Cylindre cal lock		24x7	168 ✓	490.20	82353.60
2	8302	SS.Hinges 4" HG 1151		40x8	320 ✓	190.55	60976.00
3	8302	SS.Door Stopper na		50x3	150 ✓	100.00	15000.00
					638		158329.60



INWARD
No. 15948 Dt: 3/3/21
RN No: 89593 Dt: 3/3/21
Received By: Sign: 81
SUMMIT SALES LLP



Pre Tax : Rs 158329.60 Tax Rs.: 28499.33 Post Tax Rs.: 186828.93 R/o Rs.: 0.07 Final Rs.: 186829.00

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
8301	158329.6	9%	14249.664	9%	14249.664			28499.33
								0
								0
Total	158329.6	0.09	14249.664	0.09	14249.664	0	0	28499.33

TERMS & CONDITIONS :

- Above mentioned goods remain our property until full payment is received.
- Goods once sold can not be taken back or exchanged.
- Our responsibility ceases once the goods leave our premises.
- If the is not paid on presentation interest at 24% per annum
- 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

Authorised Signatory

M. 15948
3/3/21

Purchase Order

25-Feb-21 4:49:25 PM



75246

25.02.21 10:26:00

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	75246	168435
Doc Date	25-02-2021	
Quote No	NII	
Quote Date	25-02-2021	
Supply Type	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	50.00	2,187.00	0.00	18.00	129,033.00
2 2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos	20.00	1,777.00	0.00	18.00	41,937.20
3 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	40.00	1,734.00	0.00	18.00	81,844.80
4 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	168.00	860.00	43.00	18.00	97,177.25
5 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	320.00	335.00	43.00	18.00	72,102.72
6 2092 - Carpentry - hardware - Door Stopper - NA - nos	150.00	100.00	0.00	18.00	17,700.00
Total Order Value ...					439,794.97

Rupees : Four Lakh(s) Thirty Nine Thousand Seven Hundred Ninety Four and Paise Ninety Seven Only.

Terms and Conditions :-

Specification / Brand	2 panel doors with mango wood frame hard wood filling with masonite skin both sides Rs. 120+18% GST, 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
Penalty For Delay	Nil
Transportation Cost	Extra as per actuals
Warranty	One year replacement warranty on doors, two years on cylindrical locks, 5 years on mortise locks
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
Measurement	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

Name:	Summit sales Iip	Date:	23.2.2021
Phase:	Summit housing Iip	Time:	12.00
Supplier		Req. No.	168435
Material required before date:		ID No.	64361

No	Description	Size	Quantity	Units	Inward No	Date
1	Non WPC-Panel door		70	nos		
2	Non WPC- Panel door	32" X 82"	40	nos		
3	Non WPC- Panel door	26" X 82"	40	nos		
4	Non WPC- Panel door	26" X 80"	40	nos		
5	Cylindrical locks	38" X 80"	15	nos		
6	SS Hinges		168	nos		
7	Magnetic door stoppers		320	nos		
			150	nos		

Remarks: Stock maintenance and site use	
Prepared By	NEHA
Sign. & Date	23.2.2021
Note: On receipt of material at site write inward number and date in last 2 columns.	
Sign. & Date	

APPROVED BY
24 FEB 2021
SOHAM MODI
MANAGING DIRECTOR