PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	15/3/21	Prepared by:	PRABHAKAR
PO/WO no.	75362	PO / WO Date.	04/03/21
Supplier Name	Kaveri Timber Depot	PO/WO amount	28,084.00
Firm/Company	Sumit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	888	04/03/21	28,084.00
2			
3			/
Amount A – Bills total(Excluding Transport & Hamali Charges):			28,084.00

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	/	/	89799	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits : Transportation charges/Charges	2,242.00
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	30,326.00
Amount E – PO / WO value:	28,084.00
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	22/3/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		15/3/21					

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/-

GST NO. 36AAFFK7078K1ZT

Subject to Hyderabad Jurisdiction

~~CASH~~ / ~~CREDIT~~ MEMO

Phone: 040-27157218

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. 683

Date 09/03/2021

M/s. SUMMIT SALES LLP

GST: 36ACQFS2044C1Z7. [P.O: 75362 , (168459)]

Sl.No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
	IMP WOOD CUTSIZES.					
	7' - 1½ x 3/4 = 200 Nos	1400 SFT @ 14/-			19,600 =	00
	3' - 1½ x 3/4 = 100 Nos	300 SFT @ 14/-			4,200 =	00
			TRANSPORTING		1,900 =	00
	E. & O.E.		TOTAL		25,700 =	00
			CGST	9 %	2,313 =	00
			SGST	9 %	2,313 =	00
			IGST	%		
			TOTAL AMOUNT GST		30,326 =	00

75196
9/3

15978 Dt: 5/3/21
89799 Dt: 6/3/21
8/

SUMMIT SALES LLP

Party GSTIN No.

Way Bill No. :

Vehicle No. : TS 08 UE 4962

HDFC Bank
A/c. No. 50200005516244
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

 04-03-2021 15:08:52

75362
04.03.21 12:23:55

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	75362	168459
Doc Date	04-03-2021	
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
Penality For Delay	Nil.
Transportation Cost	Extra
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for Stock Maintananace purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Kaveri Timber Depot***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Summit sales llp	Date:	02.03..2021
Site & Phase :	Summit housing llp	Time:	12.00
Supplier		Req. No.	168459
Material required before date:		ID No.	64406

No	Description	Size	Quantity	Units	Inward No	Date
1	Internal beading	7' x 1.5" x 3/4"	200	nos		
2	Internal beading	3' x 1.5" x 3/4"	100	nos		
	75362					

Remarks: Stock maintenance and site use

Prepared By	NEHA		
Sign.& Date	02.03.2021	Sign. & Date	

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

APPROVED
4 MAR 2021
MANAGER PURCHASE