PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/3/21	Prepared by:	NEHA
PO/WO no.	75579	PO / WO Date.	15/3/21
Supplier Name	Sri Balaji Enterprises	PO/WO amount	266,446.36/-
Firm/Company	SSLLP	Project	Summith Housing LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	185	17/3/21	266446/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			266446/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			90205	☑ 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:	266446/-
Amount E – PO / WO value:	266446/-
Amount F – Difference (A – E): GST-18%	266446/-
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 131000/- by cheque
Payment – due date	25/3/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD / Projects - receiver of bill	Accountant	Accounts Manager
Sign:	Neha	DA		APPROVED BY 20 MAR 2021 SOHAM MODI MANAGING DIRECTOR		
Date	19/3/21	19/3				

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 NAMAH"

Tax Invoice

SRI BALAJI ENTERPRISES

SBE

#14-1-418, Near Rocket Ground,
New Aghapura, Hyderabad - 01
E-mail : seetaram.joshi@yahoo.com
Mob: 9030605690, 9885288441
GSTN : 36AEIPJ0494H1ZF

Invoice No. **185**	Dated **17-03-2021**
PO / DOC No. **75579**	D.C. No. **185**
Vehicle No. **TS09UC-7860**	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		24x6	144	490.20	70588.80
2	8302	SS.Hinges 4" HG 1151		40x12	480	190.95	91656.00
3	8302	SS.Door Stopper na		50x2	100	100.00	10000.00
4	18301	SS.Mortise lock HL 170ASS		4X6	24	2231.55	53557.20
						Cartage	
					748		225802.00

INWARD
Inward No: 16021 Dt: 17/3/21
MRN No: 902055 Dt 18/3/21
Received By: Sign:
SUMMIT SALES LL

Certified by:
Stores Manager

re Tax : Rs 225802.00 Tax Rs.: 40644.36 Post Tax Rs.: 266446.36 R/o Rs.: -0.36 **Final Rs.: 266446.00**

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
8301	225802	9%	20322.18	9%	20322.18			40644.36
								0
								0
Total	**225802**	**0.09**	**20322.18**	**0.09**	**20322.18**	**0**	**0**	**40644.36**

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.

Our Bank: Kotak mahendra Bank A/c No. 4312001151, IFSC : KKBK0000553
Our BanK: Central Bank Of India A/c No.3252126355, IFSC : CBIN0280809

PROPERTIES PVT. SEC
INWARD
No. 15506
Date 18/3
Sign

For SRI BALAJI ENTERPRISES
SRI BALAJI ENTERPRISES SBE HYD
Authorised Signatory

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Purchase Order

75579
11.03.21 4:50:42

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

Supplier Details			
Sri Balaji Enterprises H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001 **GSTIN** 36AEIPJ0494H1ZF 9030605690	**Doc No**	75579	168475
	Doc Date	15-03-2021	
	Quote No	Nil	
	Quote Date	15-03-2021	
	SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	24.00	3,915.00	43.00	18.00	63,197.50
2	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	144.00	860.00	43.00	18.00	83,294.78
3	2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	480.00	335.00	43.00	18.00	108,154.08
4	2092 - Carpentry - hardware - Door Stopper - NA - nos	100.00	100.00	0.00	18.00	11,800.00
					Total Order Value . . .	**266,446.36**

Rupees : Two Lakh(s) Sixty Six Thousand Four Hundred Fourty Six and Paise Thirty Six Only.

Terms and Conditions :-

Specification / Brand	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
Penality For Delay	Nil
Transportation Cost	Extra as per actuals
Warranty	Two years on cylendrical locks, 5 years on mortise locks
Advance Paid	Rs. 1,31,000-00, by cheque..............., dated...........
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 maintenence 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 : ____________________

Date : __/__/____

Purchase Order

 15-Mar-21 2:19:46 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			
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	Doc Date	15-03-2021	
GSTIN 36AEIPJ0494H1ZF	**Quote No**	Nil	
9030605690	**Quote Date**	15-03-2021	
	SupplyType	Supply	

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Completion Date	NIL
Measurment	Nil
Security	Nil
Remarks	Nil

APPROVED BY
14 MAR 2021
SOHAM MODI
MANAGING DIRECTOR

Email sheet of weekly order ... Check 4 ...

For *Summit Sales LLP*
Authorised Signatory

Name : ____________

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

Name : ____________

Date : __/__/__

Requisition Form

Company Name:	Summit sales llp	Date:	10.03.2021
Site & Phase :	Summit housing llp	Time:	12.00
Supplier		Req. No.	168475
Material required before date:		ID No.	64651

No	Description	Size	Quantity	Units	Inward No	Date
1	Non WPC-Panel door 7517	26" X 82"	25	nos		
2	Mortise lock		24	nos		
3	Cylindrical locks 7520		144	nos		
4	SS Hinges		480	nos		
5	Magnetic door stopper		100	nos		

Remarks: Stock maintenance and site use

Prepared By	NEHA		APPROVED BY
Sign.& Date	10.03.2021	Sign. & Date	11 MAR 2021 SOHAM MODI MANAGING DIRECTOR

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