PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11-04-21	Prepared by:	PRABHAKAR
PO/WO no.	75963	PO / WO Date.	27-03-21
Supplier Name	SRI BALAJI ENTERPRISES	PO/WO amount	3,35,756-96
Firm/Company	Summit Sales LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	5	9-4-21	1,69,873-00
2			
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,69,873-00

Sl. No.	DC.No	DC. Date	MRN No.	DC matches MRN
1.			91091	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits : Transportation charges/Charges	3,776-00
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1,73,649-00
Amount E – PO / WO value:	3,35,756-96
Amount F – Difference (A – E): GST-18%	1,62,107-00
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	**19-04-21**
Remarks: **PART DELIVERY**	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date		11/4					

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	Invoice No.	Dated
#14-1-418, Near Rocket Ground,	5	09-04-2021
New Aghapura, Hyderabad - 01	PO / DOC No.	
E-mail : seetaram.joshi@yahoo.com	75963	
Mob: 9030605690, 9885288441	Vehicle No.	Destination
GSTN : 36AEIPJ0494H1ZF	TS12UD-2008	

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. N0.	HSN	Description	Thickness	Size	Qty	Rate	Amount
1	4418	Masonite 2 pnl door	32mm	82x32	20	2187.00	43740.00
2	4418	Masonite 2 pnl door	32mm	82X26	20	1777.00	35540.00
3	4418	Masonite 2 pnl door	32mm	80x26	25	1734.00	43350.00
4	4418	Masonite 2 pnl door	32mm	80x32	10	2133.00	21330.00
						Cartage	3200.00
					75		147160.00

INWARD
Inward No: 16181 Dt: 9/4/21
GRN No: 91091 Dt: 9/04/21
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

re Tax : Rs 147160.00 Tax Rs.: 26488.80 Post Tax Rs.: 173648.80 R/o Rs.: 0.20 **Final Rs.: 173649.00**

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
4418	147160	9%	13244.4	9%	13244.4			26488.80
Total	147160	0.09	13244.4	0.09	13244.4			26488.80

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.

INWARD No. 7646 Date 12/4

For SRI BALAJI ENTERPRISES

SBE HYD SRI BALAJI ENTERPRISES

Authorised Signatory

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

1/1

Purchase Order

75963

27-Mar-21 2:56:13 PM

24.03.21 11:13:31

...ny : **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**	75963	168525
	Doc Date	27-03-2021	
	Quote No	Nil	
	Quote Date	27-03-2021	
	SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2341 - Carpentry - doors - Panel Door 30 mm - 32 In x 82 In - Nos	20.00	2,187.00	0.00	18.00	51,613.20
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"*	25.00	1,734.00	0.00	18.00	51,153.00
4	2360 - Carpentry - doors - Panel Doors - Others - Nos *38"x80"*	5.00	2,533.00	0.00	18.00	14,944.70
5	2340 - Carpentry - doors - Panel Door 30 mm - 32 In x 80 In - Nos	10.00	2,133.00	0.00	18.00	25,169.40
6	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	24.00	3,915.00	43.00	18.00	63,197.50
7	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	48.00	860.00	43.00	18.00	27,764.93
8	2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	240.00	335.00	43.00	18.00	54,077.04
9	2092 - Carpentry - hardware - Door Stopper - NA - nos	50.00	100.00	0.00	18.00	5,900.00
				Total Order Value . . .		**335,756.96**

Rupees : Three Lakh(s) Thirty Five Thousand Seven Hundred Fifty Six and Paise Ninty Six 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 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 One year replacemant warranty on doors, two years on cylendrical locks, 5 years on mortise locks

Advance Paid Rs. 1,67,800-00, by cheque..........

Part material
Invoice: 5
Date: 9/4/21
Amt: 1,73,649-00
Ballance receivable

For ***Summit Sales LLP***

Authorised Signatory

Name : ______________

Name : ______________

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Date : __/__/____

Requisition Form

	Summit sales llp	Date:	23.03.2021
	Summit housing llp	Time:	12.00
		Req. No.	168525
…rial required before date:		ID No.	64996

No	Description	Size	Quantity	Units	Inward No	Date
1	Non - WPC panel door	32" x 82"	20	nos		
2	Non - WPC panel door	26" x 82"	20	nos		
3	Non - WPC panel door	26" x 80"	25	nos		
4	Non - WPC panel door	38" x 80"	05	nos		
5	Non - WPC panel door	32" x 80"	10	nos		
6	Mortise lock		24	nos		
7	cylindrical lock		48	nos		
8	SS hinges		240	nos		
9	Magnetic door stopper		50	nos		

1596

Remarks: Stock maintenance and site use

…repared By	NEHA		
Sign.& Date	23.3.2021	Sign. & Date	

APPROVED BY
25 MAR 2021
SOHAM MODI
MANAGING DIRECTOR

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