

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 22/4/21		Prepared by: MOUNIKA	
PO/WO no. 75963		PO / WO Date. 24/3/21	
Supplier Name Sri. Balaji Enterprises		PO/WO amount 335,756.96/-	
Firm/Company SETHUP		Project SHWp	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	08	16/4	131004/-
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			131004/-
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.			☒ Yes ☐ No
2.			☐ Yes ☐ No
3.			☐ Yes ☐ No
4.			☐ Yes ☐ No
Amount B –Other Credits : <i>transportation</i>			1416
Amount C –Other Debits :			-
Amount D (D=A+B-C) – Amount to be credited to the supplier:			131004/-
Amount E – PO / WO value:			335,756.96/-
Amount F – Difference (A – E):			204752.96/-
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. 167800/- ☐ No	
Payment – due date		21-3-2020 28/4/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<i>[Signature]</i>		
Date	22/4	22/4	

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. 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 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/-

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.

8

Dated

16-04-2021

PO / DOC No.

75963

D.C. No.

Vehicle No.

TS12UA-4994

Destination

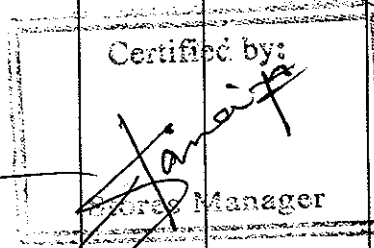
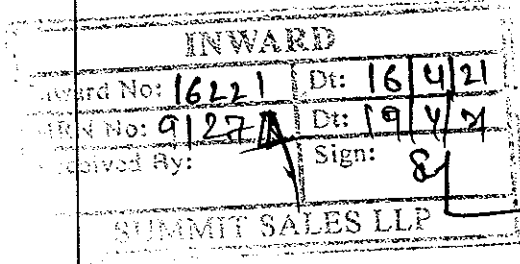
Billing Address :

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 mortise lock hl 170 ASS		4X4	16	2231.55	35704.80
2	8301	SS.Cylindre cal lock		24X2	48	510.15	24487.20
3	8302	ss door stopper na		50X1	50	100.00	5000.00
4	8302	SS.Hinges 4" HG 1151		40X6	240	190.95	45828.00
						Cartage	1200.00
						354	112220.00

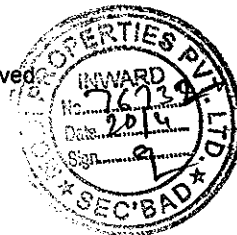


re Tax : Rs 112220.00 Tax Rs.: 20199.60 Post Tax Rs.: 132419.60 R/o Rs.: 0.40 Final Rs.: 132420.00

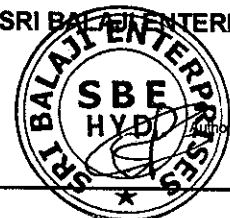
HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
8301	112220	9%	10099.8	9%	10099.8			20199.60
Total	112220	0.09	10099.8	0.09	10099.8			20199.60

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.



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

Purchase Order



75963

24.03.21 11:13:31

1 of 2

27-Mar-21 2:56:13 PM

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 Hyderabad-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

Penalty 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.....

For **Summit Sales LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name :

Date : _/_/

Part mnd

Invoice: 5

Date: 9/4/21

amt: 1,73,649.00

Balance receivable

Per Terms

Completion Date

Measurement

Security

Remarks

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

Original / Office Copy / Purchase Div. Copy

NIL

NIL

NIL

NIL

part Bill Received @

Bill - 08 - 16/4/21 - 132420/-

Bal

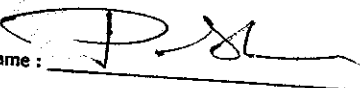
- 14661 - Transport charges
131004/-

How

22/4

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:	23.03.2021
& Phase :	Summit housing llp	Time:	12.00
Supplier		Req. No.	168525
Material 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		

Remarks: Stock maintenance and site use

Prepared By	NEHA	
Sign. & Date	23.3.2021	Sign. & Date

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

APPROVED BY
25 MAR 2021
SOHAM MODI MANAGING DIRECTOR