PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	22/4/21	Prepared by:	MOUNIKA
PO/WO no.	75963	PO / WO Date.	27/3/21
Supplier Name	Sri Balaji Enterprises	PO/WO amount	335,756.96/-
Firm/Company	SSHhp	Project	SHhp
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.			91274	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount B –Other Credits :_	Transportation	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.____/- ☐ No 167800/- By cheq
Payment – due date	~~21-3-2020~~ 28/4/21

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Mounika	[signature]					
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/-

"SHREE GANESHAY NAMAH"

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

INWARD
Inward No: 16221 Dt: 16/4/21
GRN No: 9127 Dt: 19/4/21
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

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.

PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 7673 Date 20/4 Sign

For SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES SBE HYD

Authorised Signatory

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

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	Doc No	75963 | 168525
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	Doc Date	27-03-2021
	Quote No	Nil
GSTIN 36AEIPJ0494H1ZF	Quote Date	27-03-2021
9030605690	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

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

Name : ____________ Name : ____________ Date : __/__/__

…er 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

Original / Office Copy / Purchase Div.Copy

Completion Date NIL

Measurment Nil

Security Nil

Remarks Nil

part Bill Received @

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

- 1416/- Transport charges

Bal 131004/-

22/4

For **Summit Sales LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name :

Date : __/__/____

Requisition Form

...any Name:	Summit sales llp	Date:	23.03.2021
...& Phase :	Summit housing llp	Time:	12.00
...pplier		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		

13967

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.