

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 27/4/21		Prepared by: HEMENDRA	
PO/WO no. ① 75682, ② 75610		PO / WO Date. 18/3 + 16/3/21	
Supplier Name Sui Balaji Entp		PO/WO amount ① 7,965/- ② 5,900/- = 13,865/-	
Firm/Company		Project	
Sl. No.	Bill No.	Bill Date	Bill amount
1	15	26/4/21	13,865/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges): 13,865/-			
Sl. No.	DC No	DC Date	MRN No.
1.	15	26/4/21	91549
2.			
3.			
DC matches MRN ☐ 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: 13,865/-			
Amount E – PO / WO value: ① 7,965/- + ② 5,900/- = 13,865/-			
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		31/5/21	
Remarks: Under Hand			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			28 APR 2021
Date			

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/-

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.	Dated
	15	26-04-2021
	PO / DOC No.	D.C. No.
	75682/75610 - (2)	
	Vehicle No.	Destination
	TS10EB-4519	

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	3926	FISCHER 5 MM ✓			50 ✓	135.00	6750.00
2	3926	FISCHER 6 MM			50 ✓	100.00	5000.00
INWARD Inward No: 16266 Dt: 26/4/21 MRN No: 91549 Dt: 22/4/21 Received By: 91550 Sign: [Signature] SUMMIT SALES LLP Cartage Stores Manager [Signature]							
					100		11750.00

Pre Tax : Rs 11750.00

Tax Rs.: 2115.00

Post Tax Rs.: 13865.00

R/o Rs.:

Final Rs.: 13865.00

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
3926	11750	9%	1057.5	9%	1057.5			2115.00
								0
								0
Total	11750		1057.5		1057.5	0	0	2115.00

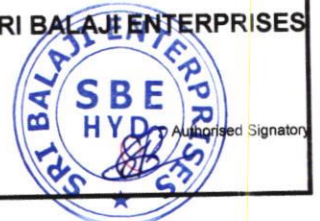
TERMS & CONDITIONS :

- Above mentioned goods remain our property until full payment is received.
- Goods once sold can not be taken back or exchanged.
- Our responsibility ceases once the goods leave our premises.
- If the is not paid on presentation interest at 24% per annum
- 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

For SRI BALAJI ENTERPRISES



Purchase Order

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18-03-2021 11:57:56 AM



75682

15.03.21 12:26:21

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	75682	168498
Doc Date	18-03-2021	
Quote No	Nil	
Quote Date	16-03-2021	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2099 - Carpentry - hardware - Fischer - 5mm - pkts	50.00	135.00	0.00	18.00	7,965.00
Total Order Value . . .					7,965.00

Rupees : Seven Thousand Nine Hundred Sixty Five Only.

Terms and Conditions :-

Specification / As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all GST taxes**Delivery Date** with in 4 days.

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil**Transportation** Transport cost shall be borne by us.**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for stock maintenance purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**Name : 

Name : _____

Date : __/__/__

Purchase Order

Page(s) 1 Of 1

18-03-2021,11:57:56 AM

Orig



75610

15.03.21 12:26:20

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	75610	168476
Doc Date	16-03-2021	
Quote No	Nil	
Quote Date	16-03-2021	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2100 - Carpentry - hardware - Fischer - 6mm - pkts	50.00	100.00	0.00	18.00	5,900.00
Total Order Value . . .					5,900.00

Rupees : Five Thousand Nine Hundred Only.

Terms and Conditions :-

Specification / As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** Included in the above prices**Delivery Date** Next Day.

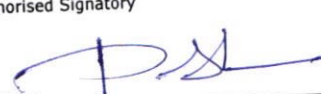
Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil**Transportation** Transport cost shall be borne by us.**Warranty** Nil**Advance Paid** Nil

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 maintenance purpose

Completion Date NIL**Measurment** Nil**Security** Nil**Remarks** NilFor **Summit Sales LLP**

Authorised Signatory

Name : 

Name : _____

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Date : __/__/__

Requisition Form

No	Description	Size	Quantity	Units	Inward No	Date
1	Fisher 75610	6 mm	50	pkts		
2	SS Screws 75612	32 x 6 mm	20	pkts	114	
3	SS Screws	35 x 8 mm	20	pkts	125	
4	Wood screws	30 x 8 mm	30	pkts		
5	Hold fast 75611	4"	100	kgs		

APPROVED BY
09 MAR 2021
SOHAM MODI
MANAGING DIRECTOR

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