

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

7/5

Date: 7/5/21		Prepared by: HEMENDRA	
PO/WO no. 74734		PO / WO Date. 11/2/21	
Supplier Name Sai Balgi Engrs		PO/WO amount 2,94,682/-	
Firm/Company SSCP		Project SSCP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	19	5/5/21	46,959/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			46,959/-
Sl. No.	DC No.	DC. Date	MRN No. DC matches MRN
1.	19	5/5/21	91783 ☒ Yes ☐ No
2.			☐ Yes ☐ No
3.			☐ Yes ☐ No
Amount B –Other Credits : Transportation charges			+ 2102/-
Amount C –Other Debits :			-
Amount D (D=A+B-C) – Amount to be credited to the supplier:			46,959/-
Amount E – PO / WO value:			2,94,682/-
Amount F – Difference (A – E): GST-18%			2,47,723/-
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. 1,47,340/- ☐ No	
Payment – due date		13/5/21	
Remarks: Incomplete bill			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			07 MAY 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.

19

Dated

05-05-2021

PO / DOC No.

74734

D.C. No.

Vehicle No.

TS07UH-8002

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	4418	Masonite 2 pnl door	32mm	80X38	15 ✓	2533.00	37995.00
						Cartage	1800.00
					15		39795.00

Pre Tax : Rs 39795.00

Tax Rs.: 7163.10

Post Tax Rs.: 46958.10

R/o Rs.: 0.47

Final Rs.: 46958.57

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
4418	39795	9%	3581.55	9%	3581.55			7163.10
Total	39795	0.09	3581.55	0.09	3581.55			7163.10

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

Page(s) 1 Of 1

12-Feb-21 2:58:03 PM

Orig



74734

10.02.21 5:02:05

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	74734	168386
Doc Date	11-02-2021	
Quote No	Nil	
Quote Date	11-02-2021	
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	30.00	2,187.00	0.00	18.00	77,419.80
2 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	20.00	1,734.00	0.00	18.00	40,922.40
3 2360 - Carpentry - doors - Panel Doors - Others - Nos 38"x80"	20.00	2,534.00	0.00	18.00	59,802.40
4 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	72.00	860.00	43.00	18.00	41,647.39
5 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	280.00	335.00	43.00	18.00	63,089.88
6 2092 - Carpentry - hardware - Door Stopper - NA - nos	100.00	100.00	0.00	18.00	11,800.00
Total Order Value . . .					294,681.87

Rupees : Two Lakh(s) Ninty Four Thousand Six Hundred Eighty One and Paise Eighty Seven 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 replacement warranty on doors, two years on cylindrical locks, 5 years on mortise locks

Advance Paid Rs. 1,47,340-00, 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 maintenance purpose

Completion Date NIL

Measurment Nil

Security Nil

Remarks Nil

Part material received

@ 171 - 19/2/20 - 2,49,824/-

Bal amt - 44,857/-

Cheque
9/3/21

For Summit Sales LLP

Authorised Signatory

Name :

Name : _____

Date : __/__/__

Accepted the above Terms And Conditions

For Sri Balaji Enterprises

Requisition Form

Company Name:		Summit sales llp		Date:		9.2.2021	
Site & Phase :		Summit housing llp		Time:		12.00	
Supplier				Req. No.		168386	
Material required before date:				ID No.		G3883	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Panel doors	32"x82"	✓30	nos			
2	Panel doors	26"x80"	✓20	nos			
3	Panel doors	38"x80"	✓20	nos			
4	Cylindrical lock		✓72	nos			
5	Ss hinges		✓280	nos			
6	Door stopper		✓100	nos			
7							
8							
9							
10							
11							
12							
13							
14							
Remarks: Stock maintenance and site use							
Prepared By		SOWMYA		Approved by			
Sign. & Date		9.2.2021		Sign. & Date			

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

