& (E) 7/5

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	7/5/21	Prepared by:	HEMENDRA
PO/WO no.	76636	PO / WO Date.	23/4/21
Supplier Name	Sai Balaji Entp.	PO/WO amount	73,886/-
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	20	5/5/21	73,886/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			73,886/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	20	5/5/21	91781	☑ Yes □ No
2.				□ Yes □ No
3.				□ 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:	73,886/-
Amount E – PO / WO value:	73,886/-
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. 36,000/- /- □ No
Payment – due date	13/5/21
Remarks: Inclusive GST 20/.	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		[signature]				
Date			07 MAY 2021				

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
#14-1-418, Near Rocket Ground,
New Aghapura, Hyderabad - 01
E-mail : seetaram.joshi@yahoo.com
Mob: 9030605690, 9885288441
GSTN : 36AEIPJ0494H1ZF

Invoice No. **20**	Dated **05-05-2021**
PO / DOC No. **76636**	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	8301	ss mortise lock hl 170 ASS		24X2	8	2231.55	17852.40
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		40X2	80	190.95	15276.00
						Cartage	
					186		62615.60

INWARD
Inward No: 16311 Dt: 5/5/21
MRN No: 91781 Dt: 5/5/21
Received By: Sign:
SUMMIT SALES LLP

7

Certified by:
Stores Manager

re Tax : Rs 62615.60 Tax Rs.: 11270.81 Post Tax Rs.: 73886.41 R/o Rs.: -0.41 **Final Rs.: 73886.00**

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
8301	62615.6	9%	5635.404	9%	5635.404			11270.81
Total	**62615.6**	**0.09**	**5635.404**	**0.09**	**5635.404**			**11270.81**

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.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 80257
Date 6/5

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

76636
16.04.21 1:14:52

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**	76636	168616
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	23-04-2021	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	23-04-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	80.00	335.00	43.00	18.00	18,025.68
2	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	48.00	895.00	43.00	18.00	28,894.90
3	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	8.00	3,915.00	43.00	18.00	21,065.83
4	2092 - Carpentry - hardware - Door Stopper - NA - nos	50.00	100.00	0.00	18.00	5,900.00
				Total Order Value . . .		**73,886.41**

Rupees : Seventy Three Thousand Eight Hundred Eighty Six and Paise Fourty One Only.

Terms and Conditions :-

Specification / Brand	Hardware is Dorset brand, with 43% discount
Payment Terms	50% Advance balance after delivery
Tax	Included in the above prices
Delivery Date	With in 4 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Two years on cylendrical locks, 5 years on mortise locks
Advance Paid	Rs. 36,000-00, by cheque...........,
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 replanish, purpose
Completion Date	NIL
Measurment	Nil
Security	Nil
Remarks	nil

For *Summit Sales LLP*
Authorised Signatory

Name : ____________

Contact - -

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

Name : ____________

Date : __/__/____

Purchase Order

 23-Apr-21 2:39:58 PM Original / Office Copy / Purchase Div.Copy

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**	76636	168616
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	23-04-2021	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	23-04-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

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3	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	8.00	3,915.00	43.00	18.00	21,065.83
4	2092 - Carpentry - hardware - Door Stopper - NA - nos	50.00	100.00	0.00	18.00	5,900.00
				Total Order Value . . .		**73,886.41**

Rupees : Seventy Three Thousand Eight Hundred Eighty Six and Paise Fourty One Only.

Terms and Conditions :-

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Payment Terms	50% Advance balance after delivery
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Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Two years on cylendrical locks, 5 years on mortise locks
Advance Paid	Rs. 36,000-00, by cheque...........,
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 replanish, purpose
Completion Date	NIL
Measurment	Nil
Security	Nil
Remarks	nil

For MDs APPROVAL
- [ ] High Value/quantity beyond limits.
- [x] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarification
- [ ] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
24 APR 2021
SOHAN MODI
MANAGING DIRECTOR

For ***Summit Sales LLP***
Authorised Signatory

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

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

Contact - -

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	20.04.2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	04:00
Supplier		Req. No.	168616
Material required before date:		ID No.	65635

No	Description	Size	Quantity	Units	Inward No	Date
1	Panel Doors 76633	32"x82"	10	nos		
2	Panel Doors	38"x80"	20	nos		
3	Panel Doors	32"x80"	05	nos		
4	Hinges		80	nos		
5	Cylindrical lock		48	nos		
6	Mortise Lock 76686		08	nos		
7	Door Stoppers		50	nos		
8						
9						
10						
11						

Remarks: For Stock Maintenance Purpose

Prepared By	BHAVANI		
Sign.& Date	20.4.2021	Sign. & Date	

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

APPROVED BY
22 APR 2021
SOHAM MODI
MANAGING DIRECTOR

APPROVED BY
24 APR 2021
SOHAM MODI
MANAGING DIRECTOR