8

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	27/5/21	Prepared by:	HEMENDRA
PO/WO no.	76855	PO / WO Date.	30/4/21
Supplier Name	Sri Balaji Enterprises	PO/WO amount	1,24,127/-
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	26	25/5/21	74,373/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			74,373/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	26	25/5/21	92278	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B – Other Credits : Transportation charges	
Amount C – Other Debits : +GST	118/-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	
Amount E – PO / WO value:	74,373/-
Amount F – Difference (A – E): GST-18%	1,24,127/- 49,754/-

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 62,000/-
Payment – due date	
Remarks: [illegible] Rs 20/-	

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

"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. **26**	Dated **25-05-2021**
PO / DOC No. **76855**	D.C. No.
Vehicle No. **TS12UC-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 2pnl door		82x32	10	2187.00	21870.00
2	8301	SS.Cylindre cal lock		24X1	24	510.15	12243.60
3	8302	ss door stopper na		50X1	50	100.00	5000.00
4	8302	SS.Hinges 4" HG 1151		40X3	120	190.95	22914.00
						Cartage	1000.00
					204		63027.60

INWARD
Inward No: 16298 Dt: 25/5/21
MRN No: 92278 Dt: 26/5/21
Received By: Sign:
SUMMIT SALES LLP

80631
27/5

re Tax : Rs 63027.60 Tax Rs.: 11344.97 Post Tax Rs.: 74372.57 R/o Rs.: 0.43 **Final Rs.: 74373.00**

HSN / SAC	Taxable Value	CGST		SGST		IGST		Total Tax Amt
		Rate	Amount	Rate	Amount	Rate	Amount	
4418	63027.6	9%	5672.484	9%	5672.484			11344.97
Total	**63027.6**	**0.09**	**5672.484**	**0.09**	**5672.484**			**11344.97**

Certified By:

Stores Manager

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

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

04-May-21 2:31:46 PM

76855
06.05.21 4:35:36

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 Hyderbad-500001 GSTIN 36AEIPJ0494H1ZF 9030605690	**Doc No**	76855	168639
	Doc Date	30-04-2021	
	Quote No	Nil	
	Quote Date	30-04-2021	
	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	10.00	2,168.44	0.00	18.00	25,587.59
2	2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	25.00	1,734.00	0.00	18.00	51,153.00
3	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	24.00	895.00	43.00	18.00	14,447.45
4	2285 - Carpentry - hardware - SS Hinges - Others - nos	120.00	335.00	43.00	18.00	27,038.52
5	2092 - Carpentry - hardware - Door Stopper - NA - nos	50.00	100.00	0.00	18.00	5,900.00
	Rupees : One Lakh(s) Twenty Four Thousand One Hundred Twenty Six and Paise Fifty Six Only.				**Total Order Value . . .**	**124,126.56**

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, with 43% discount
Payment Terms	50% advance balance after delivery
Tax	Included in the above prices
Delivery Date	With in 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. 62,000-00, 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	Req 177479 is included in this PO, the baove prices are valid for 6 months.

Tot Amt 1,24,127/-
Bill 26 - 2575 - 74,373/-
(-) TPTion - 1,180/-
48,574/-

For *Summit Sales LLP*
Authorised Signatory

Name :

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

Name :

Purchase Order

30-Apr-21 5:08:28 PM

Original / Office Copy / Purchase Div.Copy

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 Hyderbad-500001 **GSTIN** 36AEIPJ0494H1ZF 9030605690	**Doc No**	76855	168639
	Doc Date	30-04-2021	
	Quote No	Nil	
	Quote Date	30-04-2021	
	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	10.00	2,168.44	0.00	18.00	25,587.59
2	2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	25.00	1,734.00	0.00	18.00	51,153.00
3	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	24.00	895.00	43.00	18.00	14,447.45
4	2285 - Carpentry - hardware - SS Hinges - Others - nos	120.00	335.00	43.00	18.00	27,038.52
5	2092 - Carpentry - hardware - Door Stopper - NA - nos	50.00	100.00	0.00	18.00	5,900.00
					Total Order Value . . .	**124,126.56**

Rupees : One Lakh(s) Twenty Four Thousand One Hundred Twenty Six and Paise Fifty 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, with 43% discount
Payment Terms	50% advance balance after delivery
Tax	Included in the above prices
Delivery Date	With in 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. 62,000-00, 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	Req 177479 is included in this PO, the baove prices are valid for 6 months.

APPROVED BY
- 4 MAY 2021
SOHAM MODI
MANAGING DIRECTOR

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:	27.04.2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	05:00
Supplier		Req. No.	168639
Material required before date:		ID No.	65738

No	Description	Size	Quantity	Units	Inward No	Date
1	Non WPC Panel Door	32"x82"	10	nos		
2	Non WPC Panel Door	26"x80"	25	nos		
3	Cylindrical Lock		24	nos		
4	SS Hinges		120	nos		
5	Magnetic Door Stopper		50	nos		

7625

Remarks:For Maintaining Stock Purpose

Prepared By	BHAVANI		
Sign.& Date	27.04.2021	Sign. & Date	

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

APPROVED BY
28 APR 2021
SOHAM MODI
MANAGING DIRECTOR

APPROVED BY
- 4 MAY 2021
SOHAM MODI
MANAGING DIRECTOR