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PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 26/06/21		Prepared by: B. Meenalakshi					
PO/WO no. 76855		PO / WO Date. 30/4/21					
Supplier Name Sai Baby's Enka Poite		PO/WO amount 124,127/-					
Firm/Company SLLP		Project SLLP					
Sl. No.	Bill No.	Bill Date	Bill amount				
1	36	23/06/21	51,153/-				
2							
3							
4							
Amount A - Bills total (Excluding Transport & Hamali Charges):			51,153/-				
Sl. No.	DC No.	DC. Date	MRN No.	DC matches MRN			
1.			93055	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B - Other Credits : Transportation charges			1652/-				
Amount C - Other Debits :							
Amount D (D=A+B-C) - Amount to be credited to the supplier:			52,805/-				
Amount E - PO / WO value:			1,24,127/-				
Amount F - Difference (A - E): GST-18%			71,322/-				
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)					
Is difference between PO / Bill acceptable?		<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)					
Excess / short material received		<input type="checkbox"/> Approved - within acceptable limits <input type="checkbox"/> No (explained below)					
Close PO / W?O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No - wait for balance material <input type="checkbox"/> No (explained below)					
Advance paid / PDC given (deduct when paying)		<input checked="" type="checkbox"/> Yes - Rs. 62,000/- <input type="checkbox"/> No					
Payment - due date		28/6/21					
Remarks: Final Bill							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:							
Date: 26/6/21		26/6/21					

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
 500001 T.S
 Phone no.: 9030605690
 Email: seetaram.joshi@yahoo.com
 GSTIN: 36AEIPJ0494H1ZF
 State: 36-Telangana



Invoice No. 36	Date 23-06-2021
Place of supply 36-Telangana	PO number 76855 ✓
Vehicle Number TS09UC-7860	

Bill To

SUMMIT SALES LLP

5-4-187/3& 4, 2 nd Floor,
 MG Road, Secunderabad - 03

Contact No.: 9502277299

GSTIN Number: 36ACQFS2044C1Z7

State: 36-Telangana

Ship To

SUMMIT HOUSING LLP
 Cherlapally Behind Kingston PG College
 pin cod -500051 (R.R. DSTI)

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	Masonite 2 pnl door (80x26)	4418	80X26	25	NOS	₹ 1,734.00	₹ 7,803.00 (18%)	₹ 51,153.00
2	TRANSPORT			1	-	₹ 1,400.00	₹ 252.00 (18%)	₹ 1,652.00
	Total			26			₹ 8,055.00	₹ 52,805.00

Invoice Amount in Words

Fifty Two Thousand Eight Hundred Five Rupees only

Amounts:

Sub Total	₹ 52,805.00
Total	₹ 52,805.00
Received	₹ 0.00
Balance	₹ 52,805.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 1,400.00	9%	₹ 126.00	9%	₹ 126.00	₹ 252.00
4418	₹ 43,350.00	9%	₹ 3,901.50	9%	₹ 3,901.50	₹ 7,803.00
Total	₹ 44,750.00		₹ 4,027.50		₹ 4,027.50	₹ 8,055.00

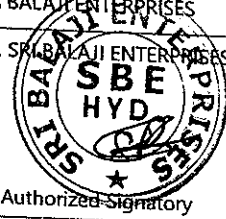
Terms and conditions:

Thanks for doing business with us!

Company's Bank details:

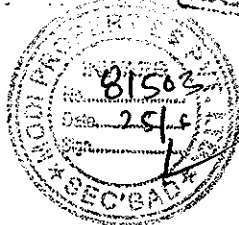
Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY
 Bank Account No.: 4312001151
 Bank IFSC code: KKBK0000553
 Account Holder Name: SRI BALAJI ENTERPRISES

For, SRI BALAJI ENTERPRISES



INWARD	
Inward No: 16492	Date: 23/6/21
MRN No: 9305	Date: 24/6/21
Received By: <i>Amu</i>	
SUMMIT SALES LLP	

Certified by:
Stores Manager



Purchase Order

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04-May-21 2:31:46 PM



06.05.21 4:35:36

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

Doc No	76855	168639
Doc Date	30-04-2021	
Quote No	Nil	
Quote Date	30-04-2021	
SupplyType	Supply	

GSTIN 36AEIPJ0494H1ZF

9030605690

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
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. 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 1,24,126.56
Ball 26-2595-74333/c
(-) TP 11m - 1184/-
48,574/c

For **Summit Sales LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : ___/___/___

Purchase Order

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	76855	168639
	Doc Date	30-04-2021	
	Quote No	Nil	
	Quote Date	30-04-2021	
	SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

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- 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
- 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. 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 replenish, purpose
- Completion Date** NIL
- Measurement** Nil
- Security** Nil
- Remarks** Req 177479 is included in this PO, the baove prices are valid for 6 months.

For MDs APPROVAL

High Value / Locality beyond limits.
 Not in the normal limit approval.
 Some other special details/clarification.
 Replenishing SS LLP stock
 Other

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		
Remarks: For Maintaining Stock Purpose						
Prepared By		BHAVANI				<div style="border: 1px solid black; padding: 5px; text-align: center;"> APPROVED BY 28 APR 2021 SOHAM MODI MANAGING DIRECTOR </div>
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
 - 4 MAY 2021
 SOHAM MODI
 MANAGING DIRECTOR