

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|                                                                |                             |                                                                                                                                                                           |                     |
|----------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Date: 26/06/2021                                               |                             | Prepared by: Pushpalatha                                                                                                                                                  |                     |
| PO/WO no. 77644                                                |                             | PO / WO Date. 12-06-2021                                                                                                                                                  |                     |
| Supplier Name SF's Hardware                                    |                             | PO/WO amount 649                                                                                                                                                          |                     |
| Firm/Company SLLP.                                             |                             | Project SLLP                                                                                                                                                              |                     |
| Sl. No.                                                        | Bill No.                    | Bill Date                                                                                                                                                                 | Bill amount         |
| 1                                                              | 73                          | 16-06-2021                                                                                                                                                                | 649.00              |
| 2                                                              | /                           | /                                                                                                                                                                         | /                   |
| 3                                                              | /                           | /                                                                                                                                                                         | /                   |
| 4                                                              | /                           | /                                                                                                                                                                         | /                   |
| Amount A - Bills total (Excluding Transport & Hamali Charges): |                             |                                                                                                                                                                           | 649.00              |
| Sl. No.                                                        | DC No.                      | DC. Date                                                                                                                                                                  | MRN No.             |
| 1.                                                             | 53/74                       | 16-06-2021                                                                                                                                                                | 92784               |
| 2.                                                             | /                           | /                                                                                                                                                                         | /                   |
| 3.                                                             | /                           | /                                                                                                                                                                         | /                   |
| Amount B - Other Credits : Transportation charges              |                             |                                                                                                                                                                           | -                   |
| Amount C - Other Debits :                                      |                             |                                                                                                                                                                           | -                   |
| Amount D (D=A+B-C) - Amount to be credited to the supplier:    |                             |                                                                                                                                                                           | 649.00              |
| Amount E - PO / WO value:                                      |                             |                                                                                                                                                                           | 649.00              |
| Amount F - Difference (A - E): GST-18%                         |                             |                                                                                                                                                                           |                     |
| 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 / WO                                                  |                             | <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 type="checkbox"/> Yes - Rs. /- <input checked="" type="checkbox"/> No                                                                                              |                     |
| Payment - due date                                             |                             | 22/07/21                                                                                                                                                                  |                     |
| Remarks: Received Material to SLLP as per PO.                  |                             |                                                                                                                                                                           |                     |
| Approved by                                                    | Purchase Officer            | Purchase Manager                                                                                                                                                          | Procurement Manager |
| MD                                                             | Accounts - receiver of bill | Accountant                                                                                                                                                                | Accounts Manager    |
| Sign:                                                          |                             |                                                                                                                                                                           |                     |
| Date                                                           | 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/-

# GST INVOICE

## SFS HARDWARE

#30-26 3rd FLOOR PLOT NO 36  
BURHANI HOUSING SOCIETY RTC COLONY  
TRIMULGHEERY HYDERABAD 500-015  
Mobile : 9550505717

Company's GSTIN: 36BJJPG3515K1Z6

Buyer:

M/s. SUMMIT SALES LLP

5-4-187/3 & 4, II FLOOR, SOHAM MANSION, MG ROAD  
SECUNDERABAD - 500003

Buyer's GSTIN : 36ACQFS2044C1Z7

Invoice No : 73

Delivery challan no : 53/74

Dated: 16-06-2021

Dated : 16-06-2021

PO NO : 77644 - 168720

PO Date : 12-06-2021

Despatched Through :

BY HAND

Despatched Date :

16-06-2021

State Code: 36

| S.No                    | Description of Goods                      | HSN  | Quantity  | Rate       | GST %  | Amount |
|-------------------------|-------------------------------------------|------|-----------|------------|--------|--------|
| 1                       | ANCHOR BOLT ( PIN TYPE ) SIZE : 6 X 50 MM | 7318 | 50.00 NOS | 5.00       | 18.00% | 250.00 |
| 2                       | ANCHOR BOLT ( PIN TYPE ) SIZE : 8 X 50 MM | 7318 | 50.00 NOS | 6.00       | 18.00% | 300.00 |
| TOTAL :                 |                                           |      |           |            |        | 550.00 |
| Total Tax Amount: 99.00 |                                           |      |           | CGST @ 9 % |        | 49.50  |
|                         |                                           |      |           | SGST @ 9 % |        | 49.50  |
| Round off               |                                           |      |           |            |        | 0.00   |
| Grand Total             |                                           |      |           |            |        | 649.00 |

INWARD

Inward No: 16461

MRN No: 92784

Received By: [Signature]

SUMMIT SALES LLP

Amount Chargeable (in words)

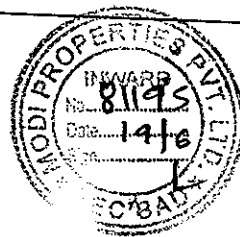
Rs: SIX HUNDRED AND FORTY NINE ONLY

### Company's Bank Details

Current A/c No : 3719725147  
Bank Name : CENTRAL BANK OF INDIA  
IFSC Code : CBIN0283477  
Branch : TRIMULGHEERY, HYD

### Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.  
This is a computer generated Invoice / Subject to Secunderabad Jurisdiction.



For SFS HARDWARE

Authorized Signatory

# GST INVOICE

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Dated: 16-06-2021

Dated : 16-06-2021

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Despatched Through :

BY HAND

Despatched Date :

16-06-2021

State Code: 36

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| Total Tax Amount: 99.00 |                                           |      |           | CGST @ 9 % |        | 49.50  |
|                         |                                           |      |           | SGST @ 9 % |        | 49.50  |
|                         |                                           |      |           | Round off  |        | 0.00   |
| Grand Total             |                                           |      |           |            |        | 649.00 |

Inward No: 16461

MRN No: 92784

Received By: 81

SUMMIT SALES LLP

For SFS HARDWARE

Authorised Signatory

Amount Chargeable (in words)

Rs: SIX HUNDRED AND FORTY NINE ONLY

Company's Bank Details

Current A/c No : 3719725147

Bank Name : CENTRAL BANK OF INDIA

IFSC Code : CBIN0283477

Branch : TRIMULGHEERY, HYD

Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

This is a computer generated Invoice / Subject to Secunderabad Jurisdiction.

# SFS HARDWARE

30-26 PLOT NO: 36, 3<sup>RD</sup> FLOOR BURHANI HOUSING SOCIETY  
RTC COLONY, Hyderabad- 500015.  
GSTIN: 36BJJPG3515K1Z6

Cell: 9550505717

## DELIVERY CHALLAN

To: SUMMIT SALES LLP.

Our Reference - 53/74  
Date - 16-06-2021

Your Order Ref : 77644 - 168720  
Dated : 12-06-2021

| S.No | PARTICULARS                        | QTY  | UNIT |
|------|------------------------------------|------|------|
| 1    | ANCHOR BOLT ( PIN TYPE ) 6 X 50 MM | 50 ✓ | NOS  |
| 2    | ANCHOR BOLT ( PIN TYPE ) 8 X 50 MM | 50 ✓ | NOS  |

INWARD

|              |        |       |                                                                                     |
|--------------|--------|-------|-------------------------------------------------------------------------------------|
| Inward No:   | 16461  | Do:   | 17/6/21                                                                             |
| MRN No:      | 922784 | Dr:   | 17/6/21                                                                             |
| Received By: |        | Sign: |  |

SUMMIT SALES LLP

Certified by:

Stores Manager

|                               |                                                                                                            |
|-------------------------------|------------------------------------------------------------------------------------------------------------|
| GST AS APPLICABLE             | Yours Faithfully,                                                                                          |
| Thank you for your Business ! | <br>For - SFS HARDWARE |

# SFS HARDWARE

30-26 PLOT NO: 36, 3<sup>RD</sup> FLOOR BURHANI HOUSING SOCIETY  
RTC COLONY, Hyderabad- 500015.  
GSTIN: 36BJJPG3515K1Z6

Cell: 9550505717

## DELIVERY CHALLAN

To: SUMMIT SALES LLP.

Our Reference - 53/74  
Date - 16-06-2021

Your Order Ref : 77644 - 168720  
Dated : 12-06-2021

| S.No | PARTICULARS                        | QTY  | UNIT |
|------|------------------------------------|------|------|
| 1    | ANCHOR BOLT ( PIN TYPE ) 6 X 50 MM | 50 ✓ | NOS  |
| 2    | ANCHOR BOLT ( PIN TYPE ) 8 X 50 MM | 50 ✓ | NOS  |

INWARD

Inward No: 16461 On 17/6/21

MRN No: 16461

Received By: Sign:

SUMMIT SALES LLP

Certified by:

Stores Manager

GST AS APPLICABLE

Thank you for your Business !

Yours Faithfully,

For - SFS HARDWARE

# Purchase Order

Page(s) 1 of 1

12-06-2021 4:07:21 PM



77644

15.06.21 10:50:25

From Company : **Summit Sales LLP**  
5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.  
GST No. : 36ACQFS2044C1Z7

## Supplier Details

SFS Hardware  
30-26, III Floor, Plot no 36, Burhani Housing Society, RTC  
Colony, Tirumulgery, Secunderabad-15

9550505717

|            |            |        |
|------------|------------|--------|
| Doc No     | 77644      | 168720 |
| Doc Date   | 12-06-2021 |        |
| Quote No   | NIL        |        |
| Quote Date | 12-06-2021 |        |
| SupplyType | Supply     |        |

**Kind Attn : Mr Khuzem**

Purchase Order for the Supply of following Items.

| Item Name                                                          | Qty   | Rate | Dis% | GST%  | Amount |
|--------------------------------------------------------------------|-------|------|------|-------|--------|
| 1 2048 - Carpentry - hardware - Anchor Bolt (pin type) - 6mm - nos | 50.00 | 5.00 | 0.00 | 18.00 | 295.00 |
| 2 2049 - Carpentry - hardware - Anchor Bolt (pin type) - 8mm - nos | 50.00 | 6.00 | 0.00 | 18.00 | 354.00 |
| Total Order Value . . .                                            |       |      |      |       | 649.00 |

Rupees : Six Hundred Fourty Nine Only.

## Terms and Conditions :-

|                       |                                                                                                         |
|-----------------------|---------------------------------------------------------------------------------------------------------|
| Specification / Brand | As per details given in the quotation.                                                                  |
| Payment Terms         | After Delivery & Production of bill                                                                     |
| Tax                   | All taxes included in above price.                                                                      |
| Delivery Date         | Next Day.                                                                                               |
| Delivery Location     | Summit Housing LLP<br>Cherlapally, Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra |
| Penalty For Delay     | Nil                                                                                                     |
| Transportation Cost   | Transport cost shall be borne by us.                                                                    |
| Warranty              | Nil                                                                                                     |
| Advance Paid          | NIL                                                                                                     |
| Other Terms           | Payment will be made only after inspection of material. Above material for stock maintenance purpose.   |
| Completion Date       | NA                                                                                                      |
| Measurement           | Nil                                                                                                     |
| Security              | Nil                                                                                                     |
| Remarks               |                                                                                                         |

For **Summit Sales LLP**

Authorised Signatory

Name : \_\_\_\_\_

Accepted the above Terms And Conditions

For **SFS Hardware**

Name : \_\_\_\_\_

Date : \_\_/\_\_/\_\_

# Requisition Form

| Company Name:                          |                        | SUMMIT SALES LLP   |          | Date:        |           | 01-06-2021 |  |
|----------------------------------------|------------------------|--------------------|----------|--------------|-----------|------------|--|
| Site & Phase :                         |                        | SUMMIT HOUSING LLP |          | Time:        |           | 12:00      |  |
| Supplier                               |                        |                    |          | Req. No.     |           | 168720     |  |
| Material required before date:         |                        |                    |          | ID No.       |           | 66429      |  |
| No                                     | Description            | Size               | Quantity | Units        | Inward No | Date       |  |
| 1                                      | Anchor Bolt Pin Type ✓ | 6mm                | 50       | Nos          | 5/r       |            |  |
| 2                                      | Anchor Bolt Pin Type ✓ | 8mm                | 50       | Nos          | 6/r       |            |  |
| 3                                      | Hold Fast              | 4"                 | 50       | Kgs          |           |            |  |
| 4                                      | Bombay Nails           | 2"                 | 20       | Kgs          |           |            |  |
| Remarks: For Stock Maintenance Purpose |                        |                    |          |              |           |            |  |
| Prepared By                            |                        | BHAVANI            |          |              |           |            |  |
| Sign. & Date                           |                        | 01-06-2021         |          | Sign. & Date |           | 3/6        |  |

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

PO  
77644