## PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 27/7/21 | Prepared by: | HEMENDRA |
| PO/WO no. | | PO / WO Date. | 21/7/21 |
| Supplier Name | Sri Balaji MKTG Associate | PO/WO amount | 75,002/- |
| Firm/Company | 78840 | Project | |
| | SSUP | | SSUP GMR |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | | | |
| 2 | 1448 | 21/7/21 | 75,002/- |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 75,002/- |

| Sl. No. | DC. No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 1448 | 21/7/21 | 94265 | ☑ 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: | |
| Amount E – PO / WO value: | 75,002/- |
| Amount F – Difference (A – E): GST-18% | 75,002/- |
| | 2/- |

| | |
|---|---|
| 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 75,002/- Paid |
| Payment – due date | — |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | | | | | | | |
| Date | | | 27 JUL 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/-

Email - sbma233@gmail.com

8:05

ORIGINAL

# TAX INVOICE

Phone No : 040 66784365
Cell No : 09246524365
09346524365

# SRI BALAJI MARKETING ASSOCIATES

**DEALERS :KCP, PARASAKTI,BIRLASHAKTI,RAMCO & SUVARNA Cements.**

SHOP NO3,SRT343,JAWAHARNAGAR,ASHOKNAGAR,HYDERABAD.500020.TELANGANA

**GSTIN No:36ACPPC4261Q1Z3**

| Billing Address | Shipping Address | | |
|---|---|---|---|
| SUMMIT SALES LLP | GMR SITE | INV NO: | 1448 |
| 5-4-187/3&4,2ND FLOOR,MG ROAD | | DATE : | 21-07-2021 |
| SECUNDERABAD | MALLAPUR | PO NO: | 78840/168844 |
| GSTIN No. 36ACQFS2044C1Z7 | | DATE : | |
| PAN / AADHAR.NO | MR RAMPRASAD | TRUCK NO : | AP23W0184 |
| Phone No lavanya@modipropert | PH 8309938133 | E WayBill No | 171355639804 |

| Sl. No | Description Of Goods | HSN | QTY | RATE | TAXABLE AMOUNT | CGST 14% | SGST 14% | IGST 28% |
|---|---|---|---|---|---|---|---|---|
| 1 | PARASAKTI PPC | 25232930 | 250 | 300.00 | 58,593.74 | 8,203.13 | 8,203.13 | |
| | Total | | 250 | | 58,593.74 | | | |

**CGST AMT :** 8,203.13 **IGST AMT :**

**SGST AMT :** 8,203.13

**TOTAL GST AMOUNT -** 16,406.26

**TAXABLE AMOUNT -** 58,593.74

**TOTAL TCS AMOUNT-**

**Value in Rs:**

SEVENTY FIVE THOUSAND ONLY

R.off :

TOTAL: **75000.00**

**Our Bank Details**
**Bank Name : S.B.I (ASHOKNAGAR BR)**
**Account No : 35706838384**
**RTGS/IFSC: SBIN0011658**

**Our Bank Details**
**Bank Name: HDFC BANK (RTC X ROAD BR)**
**Account No : 50200050652389**
**RTGS/IFSC : HDFC0000472**

INWARD
MODI REALTY MALLAPUR LLP
No. 4495 Dt. 22/7/21
MRN No. 94265 Dt. 22/7/21
Received By. Sign.

**For SRI BALAJI MARKETING ASSOCIATES**

SUMMIT SALES LLP R.R. DIST. IN WARD No: 82647 Date: 23/7 Sign:

SRI BALAJI MARKETING ASSOCIATES Hyderabad

AUTHORISED SIGNATORY

**Terms & Conditions:**

1) Interest @ 24% will be charged if bill is not settled within 8 days.
2) Subject to HYDERABAD JURISDICTION.

**CERTIFICATE : Certified that the particulars given above are true and correct and the amount indicated represents the price actually charged and that there is no flow of additional consideration directly or indirectly from the**

| INWARD | |
|---|---|
| Inward No: 16666 | Dt: 22/7/21 |
| MRN No: | Dt: |
| Received By: | Sign: |
| SUMMIT SALES LLP | |

# Purchase Order

Page(s) 1 Of 1 21-07-2021 10:00:54 AM

78840
16.07.21 4:16:36

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 Marketing Associates
Shop no 3, SRT 343, Jawahar Nagar, Ashok nagar, Hyderabad-500020

9246524365
9246524365

| | | |
|---|---|---|
| **Doc No** | 78840 | 168844 |
| **Doc Date** | 21-07-2021 | |
| **Quote No** | NIL | |
| **Quote Date** | 21-07-2021 | |
| **SupplyType** | Supply | |

**Kind Attn : Gganshyam**

Purchase Order for the Supply of following Items.

| Item Name | Qty | Rate | Dis% | GST% | Amount |
|---|---|---|---|---|---|
| 1 3002 - Cement - PPC - 50kgs - bags | 250.00 | 234.38 | 0.00 | 28.00 | 75,001.60 |
| | | | | **Total Order Value . . .** | **75,001.60** |

Rupees : Seventy Five Thousand One and Paise Sixty Only.

APPROVED BY
21 JUL 2021
SOHAN
MANAGING DIRECTOR

**For MDs APPROVAL**

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification
- ☐ Replenishing SSLLP stock
- ☐ Other

Terms and Conditions :-

| | |
|---|---|
| Specification / Brand | All items shall be of PARASAKTHI brand/company |
| Payment Terms | 100% as advance |
| Tax | All taxes included in above price. |
| Delivery Date | Next Working Day. |
| Delivery Location | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra |
| Penality For Delay | NIL |
| Transportation Cost | Included in the above price. |
| Warranty | NIL |
| Advance Paid | RS 75,002/- Dt---- |
| Other Terms | We reserve the right to reject items not conforming to quality and specifications.Above Material for GMR purpose |
| Completion Date | NIL |
| Measurment | NIL |
| Security | NIL |
| Remarks | Delivery at Mallapur GMR-Contact Person Mr Ramprasad-8309938133. |

For *Summit Sales LLP*
Authorised Signatory

Name : 21/07/2021

Accepted the above Terms And Conditions
For *Sri Balaji Marketing Associates*

Name : ____________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | SUMMIT SALES LLP | Date: | 20-07-2021 |
| Site & Phase : | SUMMIT HOUSING LLP | Time: | 13:15 |
| Supplier | | Req. No. | 168844 |
| Material required before date: | | ID No. | 67697 |

| S. No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Cement-PPC | | 250 | Bags | | |
| | | | | | | |

PO 78840

20/7/21

| | | | |
|---|---|---|---|
| Remarks:For GMR | | | |
| Prepared By | Bhavani | | |
| Sign.& Date | 20-07-2021 | Sign. & Date | |

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

APPR
21 JUL 2021
SOHAN
MANAGING