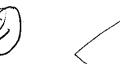
# PURCHASE DIVISION Advice for approval for credit to supplier



(1)

| Date:          |                       | 2/8/21                                |                  | Prepare      | i by:                                 | 3. The state of th | NE I   | MENDRE                                |  |
|----------------|-----------------------|---------------------------------------|------------------|--------------|---------------------------------------|--|--|---------------------------------------|--|
| PO/WO no.      |                       | 188                                   | ۲.               | PO/W         | O Date.                               |  | FIF  | AL TON                                |  |
| Supplier Na    | me                    | P.A. P                                | f-1              | PO/WO amount |                                       |  | 21111  |                                       |  |
| Firm/Compa     | iny                   | Day in                                | (hpha            | Project      | · · · · · · · · · · · · · · · · · · · | <del></del>  | 7,1  | 35/2                                  |  |
| Sl. No.        | Bill No.              |                                       | LO               | Bill Dat     | ė                                     | <u>.                                    </u>   | Bill amount                                      | L.                                    |  |
| 1              | 3                     | £                                     |                  |              |                                       |  |  | . A                                   |  |
| 2              |                       |                                       |                  | -31/         | 7/21                                  |  | 9, 7   | 35/-                                  |  |
| 3              |                       |                                       |                  |              | · ·                                   |  |  | <del>/</del>                          |  |
| 4              |                       |                                       |                  |              | · ·                                   | · · · · · · · · · · · · · · · · · · ·  | <del>                                     </del> |                                       |  |
| Amount A -     | Bills total(Exclusion | ding Transport &                      | Hamali Charo     | 198)·        |                                       |  | /  |                                       |  |
|                | DC No.                | DC.                                   |                  |              | 300272                                | Ţ  |  | 135/=                                 |  |
| 1,             | <u> </u>              |                                       | Date             |              | MRN N                                 | NO.  | DC matches N                                     |                                       |  |
| 2.             | 6.5                   |                                       | 31/2/21          |              | 90                                    | 1622   | er Yes D No                                      |                                       |  |
| 3.             |                       |                                       |                  | ·            |                                       |  | □ Yes □ No                                       | )                                     |  |
|                | Other Condit Tr       |                                       |                  |              | <u> </u>                              |  | □ Yes □ No                                       | )                                     |  |
|                | Other Debits:         | ansportation char                     | ges              |              |                                       |  |  |                                       |  |
|                |                       |                                       |                  |              |                                       |  |  |                                       |  |
| Amount D (I    | )=A+B-C) - Amo        | ount to be credite                    | d to the supplie | er:          | •                                     |  | 9.   | 70 A                                  |  |
|                | PO/WO value:          |                                       |                  |              |                                       |  | 9  | 15515                                 |  |
|                | Difference (A - E     |                                       |                  | <del></del>  |                                       |  | 1  | 155/-                                 |  |
|                | ived as per PO/V      |                                       | PYes D           | Ехсева ге    | ceived 🗆                              | Short receive  | d 🗆 Other (expla                                 | ined below)                           |  |
|                | between PO/Bill       |                                       | D-Yes 6          |              |                                       |  | -  |                                       |  |
| Excess / shor  | t material receive    | d                                     | D Approv         | ed - with    | in accept                             | table limits 🗆   | No (explained b                                  | elow)                                 |  |
| Close PO / W   | 7?0                   |                                       |                  |              | -                                     |  | No (explained l                                  |                                       |  |
| Advance paid   | /PDC given (de        | duct when paying                      | Yes-F            |              | D No                                  |  |  |                                       |  |
| Payment - du   | e date                | <del></del>                           | 16               | <u> </u>     |                                       | ···  | ······································           | · · · · · · · · · · · · · · · · · · · |  |
| Remarks:       |                       | <del></del>                           | 1 9/8            | 121          | <del></del>                           | ·····  |  |                                       |  |
|                |                       | · · · · · · · · · · · · · · · · · · · | <del></del>      | 17.0         | ·                                     |  | <del></del>                                      |                                       |  |
| Approved       | Purchase              | Purchase                              | Progurement      |              | D                                     | <u> </u>   |  |                                       |  |
| by             | Officer               | Mänäger                               | Mahager          | 141          | L.D                                   | Accounts -<br>receiver of  | Accountant                                       | Accounts<br>Manager                   |  |
| Sign;          | 1 %                   |                                       | 0 2 AUG 20       | 21           |                                       | bill   | <del>                                     </del> |                                       |  |
| Date           | 1 /                   |                                       |                  |              |                                       |  |  |                                       |  |
| inter: 1 In an | -1                    |                                       | 11.83.1          |              |                                       |  | 1  | ]                                     |  |

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

| 65              | Date<br>31-07-2021 |
|-----------------|--------------------|
| Place of supply | PO date            |
| 36-Telangana    | 21-07-2021         |
| PO number       | Vehicle Number     |
| <b>78851</b>    | TS09UC7860         |

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

SUMMIT HOUSING LLP

Ship To

Cherlapally Behind Kingston PG College

pin cod -500051 (R.R. DSTI)

| # | Item name   | HSN/ SAC | Size | Quantity | Unit | Price/ Unit | GST                 | Amount     |
|---|-------------|----------|------|----------|------|-------------|---------------------|------------|
| 1 | FISCHER SMM | 3926     | 5MM  | 50       | вох  | ₹ 165.00    | ₹ 1,485.00<br>(18%) | ₹ 9,735.00 |
|   | Total       |          | 777  | 50       |      |             | ₹ 1,485.00          | ₹ 9,735.00 |

Invoice Amount In Words

Nine Thousand Seven Hundred Thirty Five Rupees only

Amounts:

Sub Total ₹ 9,735.00

Total

Received ₹ 0.00

Balance

₹ 9,735.00

₹ 9,735.00

| HSN/ SAC | Taxable amount |      | CGST     |      | SGST     |                  |
|----------|----------------|------|----------|------|----------|------------------|
|          |                | Rate | Amount   | Rate | Amount   | Total Tax Amount |
| 3926     | ₹ 8,250.00     | 9%   | ₹ 742.50 | 9%   | ₹ 742.50 | ₹ 1,485.00       |
| Total    | ₹ 8,250.00     |      | ₹ 742.50 |      | ₹ 742.50 | ₹ 1,485.00       |

#### Terms and conditions:

Thanks for doing business with us!

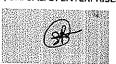
#### Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151 Bank IFSC code: KKBK0000553

Account Holder Name: SRI BALAJI ENTERPRISES

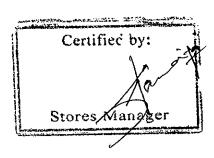
For, SRI BALAJI ENTERPRISES



**Authorized Signatory** 



| TARREST TO THE PERSON NAMED IN THE PERSON NAME | remains and the course | -     |
|--|------------------------|-------|
| INWA   | KD                     | į į   |
| award No: 16707  | Dt: 3)                 | 17/21 |
| IRN No: 94 622   | Dt: 02                 | 32    |
| aceivad By:  | Sign:                  |       |
|  |                        | 007   |
| . SUMMIT SA  | LES LL                 | Þ     |
|  |                        |       |





## Purchase Order

| Page | s) | 1. ( | ٦f | 1 |
|------|----|------|----|---|

| 78851 |
|-------|
|-------|

16.07.21 4:16:36

| • |      |        |
|---|------|--------|
| 1 |      |        |
| i | From | Compan |
|   |      | •      |

21-07-2021 1:42:20 PM

**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

78851 168829 Doc Date 21-07-2021

Doc No

GSTIN 36AEIPJ0494H1ZF

9030605690

**Quote No** Nil **Quote Date** 21-07-2021 SupplyType Supply

#### Kind Attn: Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

| Item Name   | Qty   | Rate    | Dis%      | GST   | Amount   |
|---|-------|---------|-----------|-------|----------|
| 1 2099 - Carpentry - hardware - Fischer - 5mm - pkts  | 50.00 | 165.00  | . 0.00    | 18.00 | 9,735.00 |
| Rupees: Nine Thousand Seven Hundred Thirty Five Only. |       | Total O | rder Valu | e     | 9,735.00 |

### Terms and Conditions :-

Specification /

As per details given in the quotation.

**Payment Terms** 

After Delivery & Production of bill

Tax

Included in the above prices

**Delivery Date** 

Next Day.

**Delivery Location** Summit Housing LLP

Cherlapally, Behind Kingston PG college, Hyderabad

Phone. 9618244433, Hamendra

Penality For Delay Nil

Transportation

Transport cost shall be borne by us.

Warranty

Nil

Advance Paid

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 maintenence purpose

**Completion Date** 

Measurment

Nil

Security Remarks Nil Nil

For Summit Sales L **Authorised Signatory** 

Accepted the above Terms And Conditions For Sri Balaji Enterprises

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

Requisition Form

| Company Name: SUMMIT SALES I |                              | LLP                  | Date:                 |             | 14-07-2021   |            |   |
|------------------------------|------------------------------|----------------------|-----------------------|-------------|--------------|------------|---|
| Site & Phase: SUMMIT HOUSIN  |                              | NG LLP               | Time:                 |             | 11:00        |            |   |
| Supplier                     |                              |                      | Req. No.              |             | 168829       |            |   |
|                              | rial required before date:   |                      |                       | ID No.      |              | 67662      |   |
| S.<br>No                     | Description                  | on                   | Size                  | Quantity    | Units        | Inward No  | Date                                    |
| 1                            | Fisher Plug-Bosh             | 788,                 | 5mm                   | 50 —        | Pkts         |            |   |
| 2                            | SS Screws-Pin Head           |                      | 25x6mm                | 10          | Pkts         |            |   |
| 3                            | SS Screws-Pin Head           | 2885V                | 32x6mm                | 20          | Pkts         | -          | · <u>-</u> ····                         |
| 4                            | SS Screws-Pin Head           |                      | 50x6mm                | 10          | Pkts         |            | <del>~~</del>                           |
| 5                            | SS Screws-CSK                |                      | 38x8mm                | 20          | Pkts         |            |   |
| 6                            | Measurement Tape             | J88,7                | 5mtrs                 | 20          | Nos          |            | · · · · · · · · · · · · · · · · · · ·   |
| 7                            | Bombay Nails                 |                      | 2"                    | 30          | Kgs          |            |   |
| 8                            | Bombay Nails                 | X88001               | 2 1/2"                | 30 -        | Kgs          |            | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, |
| 9.                           | Bombay Nails                 | Seo                  | 3"                    | 20 -        | Kgs          |            |   |
| 10                           | Plastic Gampa                |                      | 17"                   | 60          | Nos          |            |   |
| 11                           | SS Screws                    |                      | 35x8mm                | 20          | Pkts         |            |   |
| Rem                          | arks:For Stock maintenance   | Purpose              |                       | <del></del> |              |            | . www.respec                            |
|                              | ared By                      | BHAVANI              |                       |             | 2-1          | APPROVED B | +                                       |
|                              | & Date                       | 14-07-2021           |                       | Sign. & Dat | e            | 17 JUL 202 | <del>-   -</del>                        |
| Not                          | e: On receipt of material at | site write inward nu | mber and date in last | 2 columns   | <del>-</del> | 1 10-      | ł                                       |