

PURCHASE DIVISION
Advice for approval for credit to supplier

(2)

Date: 2/8/21		Prepared by: FIEMENDRA	
PO/WO no. 79097		PO / WO Date. 28/7/21	
Supplier Name Sui Balgi Enterprises		PO/WO amount 1,69,719/-	
Firm/Company SCLP		Project SCLP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	62	31/7/21	1,73,613/-
2			
3			
4			
Amount A - Bills total (Excluding Transport & Hamali Charges): 1,69,719/-			
Sl. No.	DC No.	DC. Date	MRN No.
1.	62	31/7/21	94621
2.			
3.			
Amount B - Other Credits : Transportation charges 3300/- + 18%			
Amount C - Other Debits : 3,894/-			
Amount D (D=A+B-C) - Amount to be credited to the supplier: 1,73,613/-			
Amount E - PO / WO value: 1,69,719/-			
Amount F - Difference (A - E): GST-18% 3,894/-			
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 / WO		☒ Yes ☐ No - wait for balance material ☐ No (explained below)	
Advance paid / PDC given (deduct when paying)		☒ Yes - Rs. 84,850/- ☐ No	
Payment - due date		9/8/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
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/-

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. 62		Date 31-07-2021	
				Place of supply 36-Telangana		PO date 28-07-2021	
				PO number 79097		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 (82x32)	4418	82x32	30	NOS	₹ 2,187.00	₹ 11,809.80 (18%)	₹ 77,419.80
2	Masonite 2 pnl Door (82x26)	4418	82x26	20	NOS	₹ 1,777.00	₹ 6,397.20 (18%)	₹ 41,937.20
3	Masonite 2 pnl door (80x26)	4418	80x26	10	NOS	₹ 1,734.00	₹ 3,121.20 (18%)	₹ 20,461.20
4	Masonite 2 pnl Door (80x38)	4418	80x38	10	NOS	₹ 2,534.00	₹ 4,561.20 (18%)	₹ 29,901.20
5	TRANSPORT			1	-	₹ 3,300.00	₹ 594.00 (18%)	₹ 3,894.00
Total				71			₹ 26,483.40	₹ 1,73,613.40

Invoice Amount In Words One Lakh Seventy Three Thousand Six Hundred Thirteen Rupees only		Amounts: Sub Total ₹ 1,73,613.40 Round off - ₹ 0.40 Total ₹ 1,73,613.00 Received ₹ 0.00 Balance ₹ 1,73,613.00	
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HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 3,300.00	9%	₹ 297.00	9%	₹ 297.00	₹ 594.00
4418	₹ 1,43,830.00	9%	₹ 12,944.70	9%	₹ 12,944.70	₹ 25,889.40
Total	₹ 1,47,130.00		₹ 13,241.70		₹ 13,241.70	₹ 26,483.40

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

INWARD
Inward No: 16706 Dt: 31/7/21
MRN No: 91621 Dt: 02/8/21
Received By: Sign: *[Signature]*
SUMMIT SALES LLP

For, SRI BALAJI ENTERPRISES
[Signature]
Authorized Signatory

SRI BALAJI ENTERPRISES
SBE
HYD.

Certified by:
[Signature]
Stores Manager

SUMMIT SALES LLP
INWARD
No: 82966
Date: 28/7/21
Sign: *[Signature]*
R.R. DIST.

Purchase Order

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30-Jul-21 3:40:08 PM

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



79097

26.07.21 11:55:22

Supplier Details			
Sri Balaji Enterprises H, no.14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001 GSTIN 36AEIPJ0494H1ZF 9030605690	Doc No	79097	168827
	Doc Date	28-07-2021	
	Quote No	Nil	
	Quote Date	28-07-2021	
	SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2341 - Carpentry - doors - Panel Door 30 mm - 32 In x 82 In - Nos	30.00	2,187.00	0.00	18.00	77,419.80
2 2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos	20.00	1,777.00	0.00	18.00	41,937.20
3 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	10.00	1,734.00	0.00	18.00	20,461.20
4 2360 - Carpentry - doors - Panel Doors - Others - Nos 38"x80"	10.00	2,534.00	0.00	18.00	29,901.20
Total Order Value . . .					169,719.40
Rupees : One Lakh(s) Sixty Nine Thousand Seven Hundred Nineteen and Paise Fourty Only.					

Terms and Conditions :-

Specification / Brand	All items shall be of good quality, with Masonite Skin, 2 sides, 2 Panels, grain texture, HDF, Rate per sft is Rs.120/- GST 18% Extra,
Payment Terms	50% advance payment, balance after delivery
Tax	Inclusive of all GST taxes
Delivery Date	with in 7 days.
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penalty For Delay	Nil
Transportation Cost	Extra.
Warranty	One year manufacturing warranty
Advance Paid	Rs. 84,850-00, by RTGS/NEFT, dated.....
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for stock revision, purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : __/__/__

Purchase Order

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28-Jul-21 11:14:38 AM

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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	79097	168827
Doc Date	28-07-2021	
Quote No	Nil	
Quote Date	28-07-2021	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

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2 2339 - Carpentry - doors - Panel Door 30 mm - 26 In-x 82 In - Nos	20.00	1,777.00	0.00	18.00	41,937.20
3 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	10.00	1,734.00	0.00	18.00	20,461.20
4 2360 - Carpentry - doors - Panel Doors - Others - Nos 38"x80"	10.00	2,534.00	0.00	18.00	29,901.20
Total Order Value . . .					169,719.40

Rupees : One Lakh(s) Sixty Nine Thousand Seven Hundred Nineteen and Paise Fourty Only.

Terms and Conditions :-

Specification / Brand All items shall be of good quality, with Masonite Skin, 2 sides, 2 Panels, grain texture, HDF, Rate per sq ft is Rs.120/- GST 18% Extra.

Payment Terms 50% advance payment, balance after delivery

Tax Inclusive of all GST taxes

Delivery Date with in 7 days.

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil

Transportation Cost Extra.

Warranty One year manufacturing warranty

Advance Paid Rs. 84,850-00, by RTGS/NEFT, dated.....

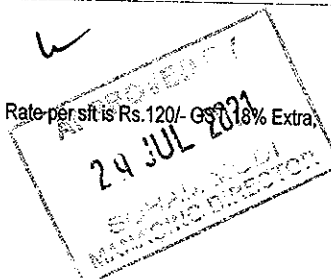
Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for stock revision, purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

**For MDs APPROVAL**

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

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Name : _____

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Date : __/__/__

Purchase Order

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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	78818	168827
Doc Date	20-07-2021	
Quote No	Nil	
Quote Date	20-07-2021	
SupplyType	Supply	

Kind Attn : Mr. Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2341 - Carpentry - doors - Panel Door 30 mm - 32 In x 82 In - Nos	30.00	2,187.00	0.00	18.00	77,419.80
2 2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos	20.00	2,777.00	0.00	18.00	41,937.20
3 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	10.00	1,734.00	0.00	18.00	20,461.20
4 2169 - Carpentry - hardware - SS Mortise Lock - other - nos	8.00	3,915.00	43.00	18.00	21,065.83
5 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	48.00	895.00	43.00	18.00	28,894.90
6 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	120.00	335.00	43.00	18.00	27,038.52
7 2092 - Carpentry - hardware - Door Stopper - NA - nos	50.00	100.00	0.00	18.00	5,900.00
8 2360 - Carpentry - doors - Panel Doors - Others - Nos 30"x80"	10.00	2,534.00	0.00	18.00	29,901.20
Total Order Value ...					252,618.65
Rupees : Two Lakh(s) Fifty Two Thousand Six Hundred Eighteen and Paise Sixty Five Only.					

Terms and Conditions :-

Specification / Brand All items shall be of good quality, with Masonite Skin, 2 sides, 2 Panels, grain texture, HDF, Rate per sft is Rs.120/- GST 18% Extra,

Payment Terms 50% advance payment, balance after delivery

Tax Inclusive of all GST taxes

Delivery Date with in 7 days.

Delivery Location Summit Housing LLP
Chenapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay Nil

Transportation Cost Extra.

Warranty Hardware mortise lock 5 years warranty, cylindrical lock and hinges 1 yr, manufacturing warranty.

Advance Paid Rs. 1,26,300-00, by RTGS/NEFT, dated.....

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for stock revision, purpose.

For Summit Sales LLP

Authorised Signatory

Accepted the above Terms And Conditions

For Sri Balaji Enterprises

Name :

Name :

Date : _/_/

For MDs APPROVAL

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

Purchase Order

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Completion Date Nil
Measurement Nil
Security Nil
Remarks

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:	14-07-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:	11:00	
Supplier				Req. No.	168827	
Material required before date:			ID No.		67660	

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Non WPC Panel Door	32"x82"	✓ 30	Nos		
2	Non WPC Panel Door	26"x82"	✓ 20	Nos		
3	Non WPC Panel Door	26"x80"	✓ 10	Nos		
4	Mortise Lock		✓ 8	Nos		
5	Cylindrical Lock		✓ 48	Nos		
6	SS Hinges		✓ 120	Nos		
7	Magnetic Door Stopper		✓ 50	Nos		
8	Non WPC Panel Door	38"x80"	✓ 10	Nos		

Remarks: For Stock maintenance Purpose

Prepared By	BHAVANI	
Sign. & Date	14-07-2021	Sign. & Date

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

APPROVED BY
17 JUL 2021
SOHAM MODI
MANAGING DIRECTOR