

PURCHASE DIVISION
Advice for approval for credit to supplier

(M) (E)

Date: 13/8/21		Prepared by: PIEMENDRA	
PO/WO no. 77595		PO / WO Date. 11/6/21	
Supplier Name <i>Sri Balaji Enterprises</i>		PO/WO amount 1,01,548/-	
Firm/Company 55 LU		Project <i>SHUR</i>	
Sl. No.	Bill No.	Bill Date	Bill amount
1	70	9/8/21	9,013/-
2			
3			
4			
Amount A - Bills total(Excluding Transport & Hamali Charges):			9,013/-
Sl. No.	DC No.	DC. Date	MRN No.
1.	70	9/8/21	94912
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:			9,013/-
Amount E - PO / WO value:			1,01,548/-
Amount F - Difference (A - E): GST-18%			92,535/-
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. 50,734/- ☐ No	
Payment - due date		19/8/21	
Remarks: <i>Final Bill</i>			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:	<i>[Signature]</i>		
Date			14 AUG 2021
			MINISH PARIKH

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 500061 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana				Invoice No. 70		Date 09-08-2021			
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				Place of Supply 36-Telangana		PG number 77595			
				Vehicle Number					
				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	Discount	GST	Amount
1	SS HINGES HG 1151	8302	40X1	40	NOS	₹ 335.00	₹ 5,762.00 (43.0%)	₹ 1,374.84 (18.0%)	₹ 9,012.84
	Total			40			₹ 5,762.00	₹ 1,374.84	₹ 9,012.84
Invoice Amount In Words Nine Thousand and Thirteen Rupees only						Amounts: Sub Total ₹ 9,012.84 Round off ₹ 0.16 Total ₹ 9,013.00 Received ₹ 0.00 Balance ₹ 9,013.00			
HSN/ SAC		Taxable amount		CGST		SGST		Total Tax Amount	
				Rate	Amount	Rate	Amount		
8302		₹ 7,638.00		9.0%	₹ 687.42	9.0%	₹ 687.42	₹ 1,374.84	
Total		₹ 7,638.00			₹ 687.42		₹ 687.42	₹ 1,374.84	
Company's Bank details: Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY Bank Account No.: 4312001151 Bank IFSC code: KKBK0000553 Account Holder's Name: SRI BALAJI ENTERPRISES						For, SRI BALAJI ENTERPRISES  Authorized Signatory			
Terms and conditions: Thanks for doing business with us!									

INWARD	
Inward No: 16762	Dt: 10/8/21
MRN No: 94912	Dt: 10/8/21
Received By:	Sign: 
SUMMIT SALES LLP	

Certified by:  Stores Manager



Purchase Order

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14-Jun-21 3:37:04 PM



77595

10.06.21 10:31:08

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

Supplier Details

Sri Balaji Enterprises
H, no. 14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	77595	168744
Doc Date	11-06-2021	
Quote No	Nil	
Quote Date	11-06-2021	
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	20.00	2,187.00	0.00	18.00	51,613.20
2 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	20.00	1,734.00	0.00	18.00	40,922.40
3 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	40.00	335.00	43.00	18.00	9,012.84
Total Order Value . . .					101,548.44
Rupees : One Lakh(s) One Thousand Five Hundred Fourty Eight and Paise Fourty Four 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
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	Hardware mortise lock 5 yeras warranty, cylyndrical lock and henges 1 yr, manufacturing warranty.
Advance Paid	Rs. 50,774-00, 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 :

Name :

Date : _/_/

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Purchase Order

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Original / Office Copy / Purchase Div.Copy

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	77595	168744
Doc Date	11-06-2021	
Quote No	Nil	
Quote Date	11-06-2021	
SupplyType	Supply	

Kind Attn : **Mr.Seetaram Joshi**

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3 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	40.00	335.00	43.00	18.00	9,012.84
Total Order Value . . .					101,548.44
Rupees : One Lakh(s) One Thousand Five Hundred Fourty Eight and Paise Fourty Four 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

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

Advance Paid Rs. 50,774-00, 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

APPROVED BY
11 JUN 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:	08-06-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:	11:00	
Supplier				Req. No.	168744	
Material required before date:				ID No.	66594	
S. No	Description	Size	Quantity	Units	Inward No	Date
1	NON WPC-panel door	32"X82"	✓20	Nos		
2	NON WPC-panel door	26"X80"	✓20	Nos		
3	SS hinges	4"	✓40	Nos		
Remarks: For stock maintenance purpose						
Prepared By		BHAVANI				
Sign. & Date		08-06-2021		Sign. & Date		

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

