

PURCHASE DIVISION
Advice for approval for credit to supplier

② 9/5

Date:		11/9/21		Prepared by:		H. Chandra	
PO/WO no.		79205		PO / WO Date.		31/8/21	
Supplier Name		Sun Balgi Enhp.		PO/WO amount		3,65,415/-	
Firm/Company		SSM		Project		8th W	
Sl. No.				Bill Date		Bill amount	
1.		91		9/9/21		29,906/-	
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):							
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			96136	☒ Yes ☐ No			
2.				☐ Yes ☐ No			
3.				☐ Yes ☐ No			
4.				☐ Yes ☐ No			
Amount B – Other Credits :							
Amount C – Other Debits :							
Amount D (D=A+B-C) – Amount to be credited to the supplier:							
Amount E – PO / WO value:							
Amount F – Difference (A – E):							
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. 1,82,709/- ☐ No			
Payment – due date				18/9/21			
Remarks:							
Final Bill							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							
MINISH PARIKH MANAGER PROCUREMENT							

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude

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. 91		Date 09-09-2021	
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		PO date 31-07-2021	
				PO number 79205		Vehicle Number TS12UC-2008	
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	Discount	GST	Amount
1	ETTO SS CYLINDRICAL LOCK	8301	24X2	48	NOS	₹ 960.00	₹ 20,736.00 (45.0%)	₹ 4,561.92 (18.0%)	₹ 29,905.92
	Total			48			₹ 20,736.00	₹ 4,561.92	₹ 29,905.92

Invoice Amount In Words Twenty Nine Thousand Nine Hundred and Six Rupees only		Amounts: Sub Total ₹ 29,905.92 Round off ₹ 0.08 Total ₹ 29,906.00 Received ₹ 0.00 Balance ₹ 29,906.00	
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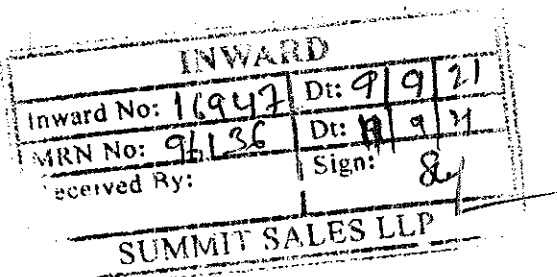
HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
8301	₹ 25,344.00	9.0%	₹ 2,280.96	9.0%	₹ 2,280.96	₹ 4,561.92
Total	₹ 25,344.00		₹ 2,280.96		₹ 2,280.96	₹ 4,561.92

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!



Handwritten signature

Purchase Order

Page(s) 1 Of 2

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79205

31.07.21 2:16:54

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	79205	163876
Doc Date	31-07-2021	
Quote No	Nil	
Quote Date	31-07-2021	
SupplyType	Supply	

Kind Attn : Mr. Seetaram Joshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2169 - Carpentry - hardware - SS Mortise Lock - other - nos	20.00	4,190.00	45.00	18.00	54,386.20
2 2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	48.00	960.00	45.00	18.00	29,905.92
3 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	280.00	360.00	45.00	18.00	65,419.20
4 2092 - Carpentry - hardware - Door Stopper - NA - nos	100.00	105.00	0.00	18.00	12,390.00
5 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
6 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	40.00	1,734.00	0.00	18.00	81,844.80
7 2360 - Carpentry - doors - Panel Doors - Others - Nos 38"x80"	10.00	2,533.00	0.00	18.00	29,889.40
8 2007 - Carpentry - doors - Flush Door - 30mm - other - sft 5'x2'- 15 nos	150.00	80.00	0.00	18.00	14,160.00
Total Order Value . . .					365,415.32
Rupees : Three Lakh(s) Sixty Five Thousand Four Hundred Fifteen and Paise Thirty Two Only.					

Terms and Conditions :-

Specification / Brand All items shall be of good quality, Hardware is of Dorset, Doors are mango woodframes with masonite skin two sides, haddwood filling inside Rs. 120+185 per sft.

Payment Terms 50% advance payment, balance after delivery

Tax Inclusive of all GST taxes

Delivery Date with in 5 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. 1,82,707-00, 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 : ____/____/____

Purchase Order

Page(s) 2 Of 2

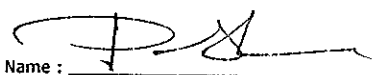
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Original / Office Copy / Purchase Div.Copy

Completion Date Nil
Measurment Nil
Security Nil
Remarks

For **Summit Sales L.P**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : __/__/__

Purchase Order

Page(s) 1 Of 2

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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	79205	168876
Doc Date	31-07-2021	
Quote No	Nil	
Quote Date	31-07-2021	
SupplyType	Supply	

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Payment Terms 50% advance payment, balance after delivery

Tax Inclusive of all GST taxes

Delivery Date with in 5 days.

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

Penalty For Delay Nil

Transportation Cost Extra.

Warranty Hardware mortise lock 5 yeras warranty, cylyndrical lock and henges 1 yr, manufacturing warranty.

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

For **Summit Sales LLP**

Authorised Signatory

Name :

Name :

Date : / /

For MDs APPROVAL

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

APPROVED BY

02 AUG 2021

SOHAM MODI
MANAGING DIRECTOR

APPROVED BY

02 JUL 2021

SOHAM MODI
MANAGING DIRECTOR

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Purchase Order

Page(s) 2 Of 2

31-Jul-21 10:29:46 AM

Original / Office Copy / Purchase Div.Copy

Completion Date Nil
Measurment Nil
Security Nil
Remarks

For **Summit Sales LLP**
Authorised Signatory

Accepted the above Terms And Conditions
For **Sri Balaji Enterprises**

Name : _____

Name : _____

Date : __/__/__

1537

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		28-07-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		13:15	
Supplier				Req. No.		168876	
Material required before date:				ID No.		67982	

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Non WPC Panel Door	32"x82"	✓ 30	Nos		
2	Non WPC Panel Door	23"x80"	✓ 40	Nos		
3	Flush Door	5'x2'	15	Nos		
4	Mortise Lock		✓ 20	Nos		
5	Cylindrical Lock		✓ 48	Nos		
6	SS Hinges		✓ 280	Nos		
7	Magnetic Door Stopper		✓ 100	Nos		
8	Non WPC Panel Door	38"x80"	✓ 10	Nos		

Remarks: For Stock Maintenance Purpose

Prepared By	Bhavani	APPROVED BY 29 JUL 2021 SOHAM MODI MANAGING DIRECTOR
Sign. & Date	28-07-2021	

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