

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|                                                                |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
|----------------------------------------------------------------|------------------|------------------|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|------------------|
| Date:                                                          |                  | 21/9/21          |                     | Prepared by:                                                                                                                                                                         |              | Hande       |                  |
| PO/WO no.                                                      |                  | 76623            |                     | PO / WO Date.                                                                                                                                                                        |              | 23/4/21     |                  |
| Supplier Name                                                  |                  | Pake Enterprises |                     | PO/WO amount                                                                                                                                                                         |              | 1,59,505/-  |                  |
| Firm/Company                                                   |                  | SS LLP           |                     | Project                                                                                                                                                                              |              | SR LLP GARE |                  |
| Sl. No.                                                        |                  |                  |                     | Bill Date                                                                                                                                                                            |              | Bill amount |                  |
| 1.                                                             |                  | 85               |                     | 28/4/21                                                                                                                                                                              |              | 1,88,500/-  |                  |
| 2.                                                             |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| 3.                                                             |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| 4.                                                             |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| Amount A – Bills total(Excluding Transport & Hamali Charges):  |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| 1,88,500/-                                                     |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| Sl. No.                                                        | DC No            | DC. Date         | MRN No.             | DC matches MRN                                                                                                                                                                       |              |             |                  |
| 1.                                                             | —                | —                | 92506               | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                  |              |             |                  |
| 2.                                                             |                  |                  |                     | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                             |              |             |                  |
| 3.                                                             |                  |                  |                     | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                             |              |             |                  |
| 4.                                                             |                  |                  |                     | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                             |              |             |                  |
| Amount B – Other Credits :                                     |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| —                                                              |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| Amount C – Other Debits :                                      |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| —                                                              |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:    |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| 1,88,500/-                                                     |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| Amount E – PO / WO value:                                      |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| 1,59,505/-                                                     |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| Amount F – Difference (A – E):                                 |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| 23,995/-                                                       |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| Quantity received as per PO / WO                               |                  |                  |                     | <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below) |              |             |                  |
| Is difference between PO / Bill acceptable?                    |                  |                  |                     | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)                                                                                                |              |             |                  |
| Excess / short material received                               |                  |                  |                     | <input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)                                                                |              |             |                  |
| Close PO / W?O                                                 |                  |                  |                     | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)                                        |              |             |                  |
| Advance paid / PDC given (deduct when paying)                  |                  |                  |                     | <input checked="" type="checkbox"/> Yes – Rs. 1,59,505/- <input type="checkbox"/> No                                                                                                 |              |             |                  |
| Payment – due date                                             |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| Remarks:                                                       |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| PB Made for 550 Bags, delivered 650 Bags by Party. Rs 23,995/- |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| Edit Period Ended NO BAR CODE                                  |                  |                  |                     |                                                                                                                                                                                      |              |             |                  |
| Approved by                                                    | Purchase Officer | Purchase Manager | Procurement Manager | MD                                                                                                                                                                                   | Accounts –   | Accountant  | Accounts Manager |
| Sign:                                                          |                  |                  |                     |                                                                                                                                                                                      | over of bill |             |                  |
| Date                                                           |                  |                  | 21/09/2021          | 22 SEP 2021                                                                                                                                                                          |              |             |                  |
|                                                                |                  |                  |                     | SOHAM MODI                                                                                                                                                                           |              |             |                  |
|                                                                |                  |                  |                     | MANAGING DIRECTOR                                                                                                                                                                    |              |             |                  |

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

**PATEL ENTERPRISES****"Wholesale dealers in major brands of cement since 25 years!"****Brands: Ultratech, Anjani, Birla Shakti, Birla A1, Maha Shakti, Ramco, Parashakti, Chettinad, Penna, Jaypee & Other Brands****Address : 3-6-369/1, No.302, Sanatana Ecastacy, Steet No. 3, Himayatnagar, Hyd - 5000 029.****Ph : 040-66669511 8886195195, patelcements@gmail.com****GSTIN No. : 36AKJPP6623M1ZL****State Code & Name : 36 Telangana****Invoice No. : 85****Vehicle No. : TS08UG5259****Date : 28/04/2021****DC No :****Brand :****Details of Receiver (Billed to)****Name : SUMMIT SALES LLP  
Address : 5-4-187/3&4, IInd FLOOR,  
MG ROAD, SECUNDERABAD****Narration : 32.5MT - PO# 76623 TURKAPALLY****State Code & Name : 36 Telangana****GSTIN No. : 36ACQFS2044C1Z7**

| S No         | Particulars | HSN Code | Qty    | Units | Rate   | Taxable Value    | CGST |                 | SGST |                 | IGST |        |
|--------------|-------------|----------|--------|-------|--------|------------------|------|-----------------|------|-----------------|------|--------|
|              |             |          |        |       |        |                  | %    | Amount          | %    | Amount          | %    | Amount |
| 1            | PPC CEMENT  | 25232930 | 650.00 | Nos   | 290.00 | 147265.63        | 14   | 20617.19        | 14   | 20617.19        | 0    | 0      |
| <b>Total</b> |             |          |        |       |        | <b>147265.63</b> |      | <b>20617.19</b> |      | <b>20617.19</b> |      |        |

**Invoice Value (In Words) : One Lakh Eighty Eight Thousand Five Hundred Only**

|                      |                  |
|----------------------|------------------|
| <b>Sub Total</b>     | <b>147265.63</b> |
| <b>CGST</b>          | <b>20617.19</b>  |
| <b>SGST</b>          | <b>20617.19</b>  |
| <b>IGST</b>          | <b>0.00</b>      |
| <b>Hamali</b>        | <b>0.00</b>      |
| <b>Freight</b>       | <b>0.00</b>      |
| <b>TCS 0.075 %</b>   | <b>0.00</b>      |
| <b>Invoice Total</b> | <b>188500.00</b> |

**Terms & Conditions :**

1. Goods once sold will not be taken back.
  2. Dishonour of Cheques may lead to criminal proceeding.
  3. If the Amount of Invoice is not paid within 15 days Interest @ 24% P.A will be charged
  4. RTGS : ICICI BANK A/C NO. 630505500220 IFSC : ICIC0006305, Himayathnagar Branch.
- All disputes subject to Hyderabad Jurisdiction.

**INWARD****For PATEL ENTERPRISES****Receiver's Signature****Inward No: 16425 Dt: 5/6/21****ARN No:****Dt:****Received By:****Sign:****Authorised Signatory****SUMMIT SALES LLP**

# Purchase Order

Page(s) 1 Of 1

21-09-2021 16:35:47

Original / Office Copy / Purchase Div.Copy

From Company : **Summit Sales LLP**

5-4-187/3&amp;4, II nd floor, MG Road, Secunderabad-500003.

G S T No. : 36ACQFS2044C1Z7

**Supplier Details**

Patel Enterprises

#3-6-369, Himayat Nagar, Hyderabad -500 029.

**GSTIN** 36ACQFS2044C1Z7

040 - 65949511..

8886195195/93910-03261

|                   |            |        |
|-------------------|------------|--------|
| <b>Doc No</b>     | 76623      | 168619 |
| <b>Doc Date</b>   | 23-04-2021 |        |
| <b>Quote No</b>   | NIL        |        |
| <b>Quote Date</b> | 23-04-2021 |        |
| <b>SupplyType</b> | Supply     |        |

**Kind Attn : Mr. Tushar Patel**

Purchase Order for the Supply of following Items.

| Item Name                            | Qty    | Rate   | Dis% | GST   | Amount            |
|--------------------------------------|--------|--------|------|-------|-------------------|
| 1 3002 - Cement - PPC - 50kgs - bags | 550.00 | 226.57 | 0.00 | 28.00 | 159,505.28        |
| <b>Total Order Value . . .</b>       |        |        |      |       | <b>159,505.28</b> |

Rupees : One Lakh(s) Fifty Nine Thousand Five Hundred Five and Paise Twenty Eight Only.

**Terms and Conditions :-****Specification / Brand** All items shall be of Sri Chakra brand/company**Payment Terms** 100% as advance**Tax** Included in the above price**Delivery Date** within 2 days**Delivery Location** Summit Housing LLP

Cherlapally, Behind Kingston PG college, Hyderabad

Phone. 9618244433, Hamendra

**Penalty For Delay** Nil**Transportation Cost** Included in the above prices**Warranty** Nil**Advance Paid** Rs 1,59,505/-**Other Terms** We reserve the rights to the items not conforming to qty & specs. Hamali chrges extra Rs:5/- bag. Above order is for site use purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks** FOR DELIVERY AT Turkapally. Contact Person Mr Vijay-9849497484.For **Summit Sales LLP**

Authorised Signatory

Name : \_\_\_\_\_

Contact

Accepted the above Terms And Conditions

For **Patel Enterprises**

Name : \_\_\_\_\_

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

Sir,

Bill not received

Laxay .  
22/9/21

# Requisition Form

| Company Name:                  |             | SUMMIT SALES LLP   |          | Date:        |           | 21.04.2021 |  |
|--------------------------------|-------------|--------------------|----------|--------------|-----------|------------|--|
| Site & Phase :                 |             | SUMMIT HOUSING LLP |          | Time:        |           | 10:00      |  |
| Supplier                       |             |                    |          | Req. No.     |           | 168619     |  |
| Material required before date: |             |                    |          | ID No.       |           | 65605      |  |
| No                             | Description | Size               | Quantity | Units        | Inward No | Date       |  |
| 1                              | PPC Cement  |                    | 540      | BAGS         |           |            |  |
| 2                              |             |                    |          |              |           |            |  |
| 3                              |             |                    |          |              |           |            |  |
| 4                              |             |                    |          |              |           |            |  |
| 5                              |             |                    |          |              |           |            |  |
| 6                              |             |                    |          |              |           |            |  |
| 7                              |             |                    |          |              |           |            |  |
| 8                              |             |                    |          |              |           |            |  |
| 9                              |             |                    |          |              |           |            |  |
| 10                             |             |                    |          |              |           |            |  |
| 11                             |             |                    |          |              |           |            |  |
| Remarks: For SOV LLP           |             |                    |          |              |           |            |  |
| Prepared By                    |             | BHAVANI            |          |              |           |            |  |
| Sign. & Date                   |             | 21.4.2021          |          | Sign. & Date |           |            |  |

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