PURCHASE DIVISION
Advice for approval for credit to supplier

© 25/9

Date:	22/9/21	Prepared by:	Honda
PO/WO no.	80772	PO / WO Date.	18/9/21
Supplier Name	Kaveri Tin Box depot	PO/WO amount	32,096/-
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	291	20/9/21	32,686/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			32,096/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	96684	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits : Transportation charges	500 + 18%	590/-
Amount C –Other Debits :		–
Amount D (D=A+B-C) – Amount to be credited to the supplier:		32,686/-
Amount E – PO / WO value:		32,096/-
Amount F – Difference (A – E): GST-18%		590/-

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. /- ~~☐ No~~
Payment – due date	30/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 22 SEP 2021 MINISH PARIKH MANAGER PROCUREMENT				
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/-

GST NO. 36AAFFK7078K1ZT

Subject to Hyderabad Jurisdiction

~~CASH~~ / CREDIT MEMO

Phone: 040-27157218

Kaveri Timber Depot

Dealers in : Burma Teak, Indian Teak, African Teak, Salwood, Non-Teak, Moulding & Plywood.

Plot No. 2, ECIL Road, IDA, Nacharam, Hyderabad - 76.

No. 291

Date : 20.9.2021

M/s. SUMMIT SALES LLP

GST :- 36ACQFS2044C1Z7 [P.O = 80772|169015] 18.9.21

Sl.No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
	INDP WOOD CUTSIDES.					
	7' - 1½ x ¾ = 200 Nos	1400 F @ 16/-			22,400	=00
	3' - 1½ x ¾ = 100 Nos	300 FT @ 16/-			4,800	=00
	300 Nos					
			TRANSPORTING		500	=00
	E. & O.E.		TOTAL		27,700	=00
			CGST	9 %	2,493	=00
	Party GSTIN No.		SGST	9 %	2,493	=00
	Way Bill No. :		IGST	%		
	Vehicle No. : AP 11Y 3385	HDFC Bank A/c. No. 50200005516244 IFSC Code : HDFC0000081 Branch : Himayathnagar	TOTAL AMOUNT GST		32,686	=00

SUMMIT SALES LLP R.R. DIST. IN WARD No: 84737 Date: 22/9 Sign:

INWARD	
Inward No: 16991	Dt: 20/9/21
MRN No: 96684	Dt: 22/9/21
Received By:	Sign:
SUMMIT SALES LLP	

* Goods once sold will not be taken back.

* No claim will be admitted by us once goods delivered from our premises.

* Interest rate @ 24% will be charged of this bill, if not paid within a week time.

For **Kaveri Timber Depot**

 18-09-2021 12:14:09

Purchase Order

80772
14.09.21 11:35:46 py

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

Supplier Details

Kaveri Timber Depot
Plot No. 2, Sy.no. 52 & 54, Road No.7, IDA Nacharam, Hyderabad - 500076.

GSTIN 36AAFFK7078K1ZT

9441723939

Doc No	80772	169015
Doc Date	18-09-2021	
Quote No	Nil	
Quote Date	01-05-2021	
SupplyType	Supply	

Kind Attn : Mr. Laxman Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2237 - Carpentry - wood - Sal wood Beading - other - rft *7'0 x 1.5" x 3/4" - 200 nos*	1,400.00	16.00	0.00	18.00	26,432.00
2	2237 - Carpentry - wood - Sal wood Beading - other - rft *3'0 x 1.5" x 3/4" - 100 nos*	300.00	16.00	0.00	18.00	5,664.00
	Rupees : Thirty Two Thousand Ninty Six Only.				**Total Order Value . . .**	**32,096.00**

Terms and Conditions :-

Specification / Brand	Salwood from Malyasia with design.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 2days.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil.
Transportation Cost	Extra
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Above order for stock replenishing purpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	Prices shall remain fixed(Subject to change in GST) for a period of 12 months.

For ***Summit Sales LLP***
Authorised Signatory

Name : 18/09/2021

Accepted the above Terms And Conditions
For ***Kaveri Timber Depot***

Name : ____________________

Date : __/__/____

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	16-09-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169015
Material required before date:		ID No.	69431

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Internal Beading	7'x1.5"x3/4"	200	Nos		
2	Internal Beading	3'x1.5"x3/4"	100	Nos		

Remarks:For Stock Replenishing Purpose

Prepared By	Bhavani		APPROVED BY
Sign.& Date	16-09-2021	Sign. & Date	16 SEP 2021 SOHAM MODI MANAGING DIRECTOR

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

80772