

PURCHASE DIVISION
Advice for approval for credit to supplier

29/9/21

Date: 28/9/21		Prepared by: Hecha	
PO/WO no. 80104		PO / WO Date. 30/8/21	
Supplier Name: Sri Balaji Enterprises		PO/WO amount: 3,70,688/-	
Firm/Company: 5524		Project: SHIR	
Sl. No.	Bill No.	Bill Date	Bill amount
1	102	24/9/21	18,408/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges): 18,408/-			
Sl. No.	DC .No	DC. Date	MRN No.
1.			96825
2.			
3.			
DC matches MRN			
☒ Yes ☐ No			
☐ Yes ☐ No			
☐ Yes ☐ No			
Amount B –Other Credits : Transportation charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			
Amount E – PO / WO value: 18,408/-			
Amount F – Difference (A – E): GST-18% 3,70,688/-			
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. 1,78,000/- ☐ No			
Payment – due date 5/10/21			
Remarks: final bill			
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. 102	Date 24-09-2021
SBE		Place of supply 36-Telangana	PO date 30-08-2021
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		PO number 80104	Vehicle Number TS12UC-8002
		Ship To SUMMIT HOUSING LLP Cherlapally Behind Kingston PG College pin cod -500051 (R.R. DSTI)	

#	Item name	HSN/ SAC	Quantity	Unit	Price/ Unit	GST	Amount
1	FLUSH DOOR 30MM (72X26 STD SIZE)	4418	15	NOS	₹ 1,040.00	₹ 2,808.00 (18%)	₹ 18,408.00
Total			15			₹ 2,808.00	₹ 18,408.00

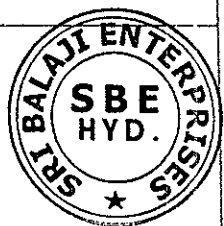
Invoice Amount In Words Eighteen Thousand Four Hundred Eight Rupees only	Amounts: Sub Total ₹ 18,408.00 Total ₹ 18,408.00 Received ₹ 0.00 Balance ₹ 18,408.00
--	--

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
4418	₹ 15,600.00	9%	₹ 1,404.00	9%	₹ 1,404.00	₹ 2,808.00
Total	₹ 15,600.00		₹ 1,404.00		₹ 1,404.00	₹ 2,808.00

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
--	--

For, SRI BALAJI ENTERPRISES

Authorized Signatory



INWARD	
ward No: 17021	Di: 24/9/21
RN No: 96825	Di: 24/9/21
Received By:	Sign: 
SUMMIT SALES LLP	



Purchase Order



80104

27.08.21 3:31:34

Page(s) 1 Of 2

06-Sep-21 4:25:20 PM

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	80104	168962
Doc Date	30-08-2021	
Quote No	Nil	
Quote Date	30-08-2021	
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	2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	20.00	1,734.00	0.00	18.00	40,922.40
3	2007 - Carpentry - doors - Flush Door - 30mm. - other - sft 60"x24"- 20 nos	200.00	80.00	0.00	18.00	18,880.00
4	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	16.00	4,190.00	45.00	18.00	43,508.96
5	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	120.00	960.00	45.00	18.00	74,764.80
6	2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	440.00	360.00	45.00	18.00	102,801.60
7	2092 - Carpentry - hardware - Door Stopper - NA - nos	100.00	105.00	0.00	18.00	12,390.00
Total Order Value ...						370,687.56
Rupees : Three Lakh(s) Seventy Thousand Six Hundred Eighty Seven and Paise Fifty Six 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. 1,78,000-00, 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

For Summit Sales LLP

Authorised Signatory

Name :

Name :

Date : _/_/_

Accepted the above Terms And Conditions

For Sri Balaji Enterprises

Handwritten calculations and notes:

TTT-3894

2,86,138/-

77,387/-

92

79

102

24/9-

18,908/-

3,81,907/-

TTT-2596

Purchase Order

Page(s) 2 Of 2

06-Sep-21 4:25:20 PM

Original / Office Copy / Purchase Div.Copy

Security

Nij

Remarks

For **Summit Sales LLP**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : __/__/__

Purchase Order

Page(s) 1 Of 2

06-Sep-21 2:08:35 PM

O. C.

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	80104	168962
	Doc Date	30-08-2021	
	Quote No	Nil	
	Quote Date	30-08-2021	
	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	2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	20.00	1,734.00	0.00	18.00	40,922.40
3	2007 - Carpentry - doors - Flush Door - 30mm - other - sft 60"x24"- 20 nos	200.00	80.00	0.00	18.00	18,880.00
4	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	16.00	2,680.00	40.00	18.00	30,359.04
5	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	120.00	960.00	45.00	18.00	74,764.80
6	2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	440.00	360.00	45.00	18.00	102,801.60
7	2092 - Carpentry - hardware - Door Stopper - NA - nos	100.00	105.00	0.00	18.00	12,390.00
Total Order Value . . .						357,537.64
Rupees : Three Lakh(s) Fifty Seven Thousand Five Hundred Thirty Seven and Paise Sixty Four 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. 1,78,000-00, 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

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : __/__/__

Purchase Order

Page(s) 2 Of 2

06-Sep-21 2:08:35 PM

Original / Office Copy / Purchase Div.Copy

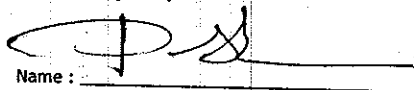
Security

Nil

Remarks

For **Summit Sales LLP**

Authorised Signatory


Name : _____

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : __/__/__

Purchase Order*Duplicate*

Page(s) 1 Of 2 01-09-2021 16:10:14

APPROVED BY: Purchase Div. Copy

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

01 SEP 2021

SOHAM MODI
MANAGING DIRECTOR**Supplier Details**

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

Doc No	80104	168962
Doc Date	30-08-2021	
Quote No	Nil	
Quote Date	30-08-2021	
SupplyType	Supply	

GSTIN 36AEIPJ0494H1ZF

9030605690

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	2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	20.00	1,734.00	0.00	18.00	40,922.40
3	2007 - Carpentry - doors - Flush Door - 30mm - other - sft 60"x24" - 20 nos	200.00	88.00	0.00	18.00	18,880.00
4	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	16.00	2,680.00	40.00	18.00	30,359.04
5	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	120.00	960.00	45.00	18.00	74,764.80
6	2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	440.00	360.00	45.00	18.00	102,801.60
7	2092 - Carpentry - hardware - Door Stopper - NA - nos	100.00	105.00	0.00	18.00	12,390.00
Total Order Value . . .						357,537.64

Rupees : Three Lakh(s) Fifty Seven Thousand Five Hundred Thirty Seven and Paise Sixty Four Only

Terms and Conditions :-

Specification / 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 within 5 days.

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

Penalty For Delay Nil

Transportation Extra.

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

Advance Paid Rs. 1,78,000-00, by RTGS/NEFT, dated....

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

Accepted the above Terms And Conditions

For Sri Balaji Enterprises

Name : _____

Name : _____

Date : ____/____/____

Contact : _____

Requisition Form

Company Name: SUMMIT SALES LLP		Date: 26-08-2021	Site & Phase: SUMMIT HOUSING LLP	Time: 12:00PM	Reg. No. 168962	ID No. 68826
Supplier		Material required before date:				

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Non WPC Panel Door	32"x82"	30	Nos		
2	Non WPC Panel Door	26"x80"	20	Nos		
3	Flush Door	5'x2'	20	Nos		
4	Mortise Lock		16	Nos		
5	Cylindrical Lock		120	Nos		
6	SS Hinges		440	Nos		
7	Magnetic Door Stopper		100	Nos		
Remarks: For Stock Maintenance Purpose						
Prepared By		Bhavani		Sign. & Date		
				26-08-2021		

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

APPROVED
31 AUG 2021
P. PRABHAKAR
ST. MANAGER PURCHASE

APPROVED BY
01 SEP 2021
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

Page(s) 1 Of 2

30-Aug-21 11:12:43 AM

APPROVED BY
Original / Office Copy / Purchase Div. Copy

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

30 AUG 2021

SOHAM MODI
MANAGING DIRECTOR

Supplier Details

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

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	80104	168962
Doc Date	30-08-2021	
Quote No	Nil	
Quote Date	30-08-2021	
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	2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	20.00	1,734.00	0.00	18.00	40,922.40
3	2007 - Carpentry - doors - Flush Door - 30mm - other - sft 60"x24" - 20 nos	200.00	80.00	0.00	18.00	18,880.00
4	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	16.00	2,680.00	40.00	18.00	30,359.04
5	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	120.00	960.00	45.00	18.00	74,764.80
6	2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	440.00	360.00	45.00	18.00	102,801.60
7	2092 - Carpentry - hardware - Door Stopper - NA - nos	100.00	105.00	0.00	18.00	12,390.00
Total Order Value . . .						357,537.64
Rupees : Three Lakh(s) Fifty Seven Thousand Five Hundred Thirty Seven and Paise Sixty Four 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. 1,78,000-00, 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

For **Summit Sales LLP**

For MDs APPROVAL

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

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Authorised Signatory

Name :

Name :

Date : _/_/_

1193

Requisition Form

*Company Name:		SUMMIT SALES LLP		Date:		26-08-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		12:00PM	
Supplier				Req. No.		168962	
Material required before date:				ID No.		68826	
S. No	Description	Size	Quantity	Units	Inward No	Date	
1	Non WPC Panel Door	32"x82"	✓ 30	Nos			
2	Non WPC Panel Door	26"x80"	✓ 20	Nos			
3	Flush Door	5'x2'	✓ 20	Nos			
4	Mortise Lock		✓ 16	Nos			
5	Cylindrical Lock		✓ 20	Nos			
6	SS Hinges		✓ 44	Nos			
7	Magnetic Door Stopper		✓ 100	Nos			
Remarks: For Stock Maintenance Purpose							
Prepared By		Bhavani					
Sign. & Date		26-08-2021		Sign. & Date			

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

APPROVED BY
27 AUG 2021
SOHAM MODI
MANAGING DIRECTOR