M

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	21/10/2021	Prepared by:	Bhavani
PO/WO no.	80771	PO / WO Date.	18/9/2021
Supplier Name	Sri sai Rohith marketing Company	PO/WO amount	18,691
Firm/Company	Nilgiri Estates	Project	NE
Sl. No.	Bill No.	Bill Date	Bill amount
1	118	9/10/21	18,691
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			18,691

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			97748	□ Yes □ No
2.				□ Yes □ No
3.				□ 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:	18,691
Amount E – PO / WO value:	18,691
Amount F – Difference (A – E): GST-18%	–

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	25/10/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Bhavani	[signature]					
Date	21/10/21	21/10/21					

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. : 36AMHPC9678H1ZM

TAX INVOICE

Orginal for Recepient
Duplicate for Supplier/Transporter
Triplecate for Supplier

SRI SAI ROHITH MARKETING COMPANY

Dealers In: All Kinds of Aluminium Section Sheets, Glass, Plywood & Hardware Etc.,

Road No. 8, N.F.C. Main Road, Plot No. 66, Krishna Nagar, H.B. Colony, Moula Ali, Hyderabad-500040. (T.S) **Mob. : 9866512288**

INV. NO: 118 INVOICE DATE : 09/10/21

TRANSPORTATION NAME :
VEHICLE NO : TS08VA4851 L/R No.
DATE & TIME OF SUPPLY :
PLACE PF SUPPLY :

DETAILS OF RECEIVER (BILLED TO)

M/S Nilgiri Estates
5-4-187/3&4, IInd Floor, M.G.Road,
Sec-bad-500003.

STATE CODE:........... GSTIN NO.

DETAILS OF CONSIGNEE (SHIPPED TO)

-do- P.O. 80771

STATE CODE:........... GSTIN NO.

S. NO.	HSN CODE	DESCRIPTION	QUANTITY	RATE	AMOUNT Rs. Ps.
1	7610	Alluminium openable window 2'x4' → 6 no	48 sft	330/-	15840=-

INWARD
Inward No: 22748 Dt: 9/10/21
MRN No: 97748 Dt: 13/10/21
Received By: Sign:
Nilgiri Estates

SUMMIT SALES LLP R.R. DIST. IN WARD No: Date: Sign:

TOTAL BEFORE TAX	15840=-
ADD : CGST 9%	1425=60
ADD : SGST 9%	1425=60
ADD : IGST	
TAX AMOUNT GST	
GRAND TOTAL	18691=-

BANK DETAILS : HDFC BANK, HABSIGUDA BRANCH
SRI SAI ROHIT MARKETING. CO
A/C No. 50200007478658 IFSC CODE: HDFC0000368

Rupees in Words.......................................

- Once goods sold will not be taken back
- Interest @24% p.a. will be charged if payment is not made within 15 days from the date of the Bill.
- Subject to Secundarabad Juridiction only.
- Our Responsibility Ceases sooner the goods leave our premises

E.&O.E

For **SRI SAI ROHIT MARKETING.Co**

Authorised Signature

Receiver Stamp & Signature...............................

SUMMIT SALES LLP IN WARD No: 93633 Date: 18.10.21 Sign: R.R. DIST.

Purchase Order

 18-09-2021 12:14:09

80771
14.09.21 11:35:46

From Company :	**Nilgiri Estates** 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003. G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Sri Sai Rohith Marketing Company New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076. **GSTIN** 36AMHPC9678H1ZM 9866512288	**Doc No**	80771	175379
	Doc Date	18-09-2021	
	Quote No	Nil	
	Quote Date	18-09-2021	
	SupplyType	Supply	

Kind Attn : Mr. C. Laxman Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2413 - Carpentry - windows - Al. Openable window - 2 ft X 4 ft - Sft *23.50" x 47.50" - 06 nos*	48.00	330.00	0.00	18.00	18,691.20
					Total Order Value . . .	**18,691.20**

Rupees : Eighteen Thousand Six Hundred Ninty One and Paise Twenty Only.

Terms and Conditions :-

Specification / Brand	Aluminium Sections shall be of 'Agarvanshi' brand specifications as per Cir.No. 565(a). Approved rates on dtd. 10/08/2018.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172
Penality For Delay	Bills must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	1 year on workmanship.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for 127,128,129,130,131 & 132.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

For *Nilgiri Estates*

Authorised Signatory

18/09/2021

Name : ____________________

Accepted the above Terms And Conditions

For *Sri Sai Rohith Marketing Company*

Name : ____________________

Date : __/__/____

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Requisition Form

Company Name:	NILGIRI ESTATES	Date:	17-09-21
Site & Phase :	NILGIRI ESTATE	Time:	14:32
Supplier		Req. No.	175379
Material required before date:		ID No.	69444

No	Description	Size	Quantity	Units	Inward No	Date
1	Openable door Window	4"X 2"	06	Nos		
2						
3						
4						
5						
6	807771					
7						
8						
9						
10						

Remarks: -For Villa no: 127 ,128, 129, 130, 131, 132 purpose

APPROVED
18 SEP 2021
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	Sadhana	Approved by	
Sign.& Date	17-09-2021	Sign. & Date	

Certified by:
Project Manager
Nilgiri Estates

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

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:	Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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