PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	30/10/21	Prepared by:	Hiren da
PO/WO no.	82133	PO / WO Date.	27/10/21
Supplier Name	Kaveri Trading depot	PO/WO amount	32,096/-
Firm/Company	S.S.LLP	Project	SLUP

Sl. No.	Bill No.	Bill Date	Bill amount
1	315	28/10/21	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.	—	—	98568	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits : Transportation charges	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 / WO	☐ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs. /- ☐ No
Payment – due date	6/11/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

APPROVED
02 NOV 2021
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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- to 1,0[illegible]/-. 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 ✆ : 040-27157218

CASH / CREDIT MEMO

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. 315 Date 28.10.2021.

M/s. SUMMIT SALES LLP

GST :- 36ACQFS2044C1Z7 [P.O:-82133 / 169128] 27.10.2021

Sl.No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
	IMP WOOD CUTSIZES					
	7' - 1½ x ¾ = 200 Nos. - 1400 RFT @ 16/-				22,400	=00
	3' - 1½ x ¾ = 100 Nos - 300 RFT @ 16/-				4,800	=00
	TRANSPORTING				500	=00
	TOTAL				27,700	=00
	CGST			9 %	2,493	=00
	SGST			9 %	2,493	=00
	IGST			%		
	TOTAL AMOUNT GST				32,686	=00

INWARD 28/10/21
Inward No: 7121 Dt: 28/10/21
MRN No: 98568 Dt: 29/10/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No: 8217
Date: 29-10-21
Sign:
R.R. DIST.

E. & O.E.

Party GSTIN No.

Way Bill No. :

Vehicle No. : AP 11Y 3385

HDFC Bank
A/c. No. 50200005516244
IFSC Code : HDFC0000081
Branch : Himayathnagar

* 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.

Jagdish

For **Kaveri Timber Depot**

Purchase Order

82133
25.10.21 1:32:48

27-10-2021 14:01:56

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**	82133	169128
	Doc Date	27-10-2021	
	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
				Total Order Value . . .		**32,096.00**

Rupees : Thirty Two Thousand Ninty Six Only.

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

Accepted the above Terms And Conditions

For ***Kaveri Timber Depot***

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	21-10-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169128
Material required before date:		ID No.	70544

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		
Sign.& Date	21-10-2021	Sign. & Date	

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

82133

21/10