3/12

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	3/12/21	Prepared by:	Hada
PO/WO no.	81578	PO / WO Date.	11/10/21
Supplier Name	Sri Balaji Ent.	PO/WO amount	85,866/-
Firm/Company	SSLLP	Project	SRLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1			
2	139	2/12/21	5,439/-
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges): 5,439/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—		~~Yes~~ No
2.			100077	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:	5,439/-
Amount E – PO / WO value:	85,866/-
Amount F – Difference (A – E): GST-18%	80,427/-

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 43,400/-
Payment – due date	10/12/21

Remarks: Final Bill

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

APPROVED
04 DEC 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 1,00,000/- . 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. **139**	Date **02-12-2021**
Place of supply **36-Telangana**	PO date **11-10-2021**
PO number **81578**	Vehicle Number **TS10UB-3122**

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

Ship To

SUMMIT HOUSING LLP
Cherlapally Behind Kingston PG College
pin cod -500051 (R.R. DSTI)

#	Item name	HSN/ SAC	Quantity	Unit	Price/ Unit	Discount	GST	Amount
1	DIVA SS MORTISE LOCK HL 170 ASS	8301	2	SET	₹ 4,190.00	₹ 3,771.00 (45%)	₹ 829.62 (18%)	₹ 5,438.62
	Total		**2**			**₹ 3,771.00**	**₹ 829.62**	**₹ 5,438.62**

Invoice Amount In Words

Five Thousand Four Hundred Thirty Nine Rupees only

Amounts:

Sub Total	₹ 5,438.62
Round off	₹ 0.38
Total	**₹ 5,439.00**
Received	₹ 0.00
Balance	₹ 5,439.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
8301	₹ 4,609.00	9%	₹ 414.81	9%	₹ 414.81	₹ 829.62
Total	**₹ 4,609.00**		**₹ 414.81**		**₹ 414.81**	**₹ 829.62**

Terms and conditions:

Thanks for doing business with us!

M. Shekar
9000978917
02/12/21

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

SRI BALAJI ENTERPRISES SBE HYD.

INWARD
Inward No: 1736 Dt: 3/12/21
MKN No: 100077 Dt: 3/12/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP IN WARD No: 82702 Date: 3/12 Sign: R.R. DIST.

Purchase Order

 12-10-2021 17:20:21

Origi 81578

08.10.21 5:17:53

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 Hyderbad-500001 **GSTIN** 36AEIPJ0494H1ZF 9030605690	**Doc No**	81578	169086
	Doc Date	11-10-2021	
	Quote No	Nil	
	Quote Date	11-10-2021	
	SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2169 - Carpentry - hardware - SS Mortise Lock - other - nos 10	12.00	4,190.00	45.00	18.00	32,631.72
2	2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	48.00	960.00	45.00	18.00	29,905.92
3	2285 - Carpentry - hardware - SS Hinges - Others - nos *4"*	40.00	360.00	45.00	18.00	9,345.60
4	2304 - Carpentry - hardware - Wood Screws - 30 x 8 mm - nos *100 nos*	30.00	45.00	0.00	18.00	1,593.00
5	2305 - Carpentry - hardware - Wood Screws - 35 x 8 mm - nos *100 nos*	30.00	50.00	0.00	18.00	1,770.00
6	2156 - Carpentry - hardware - S.S. Screws - other - pkts *32X8*	20.00	130.00	0.00	18.00	3,068.00
7	2156 - Carpentry - hardware - S.S. Screws - other - pkts *50X6*	20.00	210.00	0.00	18.00	4,956.00
8	2156 - Carpentry - hardware - S.S. Screws - other - pkts *25X6*	20.00	110.00	0.00	18.00	2,596.00
					Total Order Value . . .	**85,866.24**

Rupees : Eighty Five Thousand Eight Hundred Sixty Six and Paise Twenty 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 with in 5 days.

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

Penality For Delay Nil

Transportation Extra.

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

127 / 28/10 80,583/-
139 / 2/11 5,439/-
86,022/-

For ***Summit Sales LLP***

Authorised Signatory

Name :

Contact - -

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name :

Date : __/__/____

Purchase Order

 12-10-2021 17:20:21

Original / Office Copy / Purchase Div.Copy

Advance Paid Rs. 43,400-00, 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

Security Nil

Remarks

For ***Summit Sales LLP***

Authorised Signatory

Name :

Contact - -

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________________

Date : __/__/____

Purchase Order

Original / Office Copy / Purchase Div.Copy

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 Hyderbad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	81578	169086
Doc Date	11-10-2021	
Quote No	Nil	
Quote Date	11-10-2021	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2169 - Carpentry - hardware - SS Mortise Lock - other - nos	12.00	4,190.00	45.00	18.00	32,631.72
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5	2305 - Carpentry - hardware - Wood Screws - 35 x 8 mm - nos *100 nos*	30.00	50.00	0.00	18.00	1,770.00
6	2156 - Carpentry - hardware - S.S. Screws - other - pkts *32X8*	20.00	130.00	0.00	18.00	3,068.00
7	2156 - Carpentry - hardware - S.S. Screws - other - pkts *50X6*	20.00	210.00	0.00	18.00	4,956.00
8	2156 - Carpentry - hardware - S.S. Screws - other - pkts *25X6*	20.00	110.00	0.00	18.00	2,596.00
					Total Order Value . . .	**85,866.24**

Rupees : Eighty Five Thousand Eight Hundred Sixty Six and Paise Twenty 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
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	Hardware mortise lock 5 yeras warranty, cylyndrical lock and henges 1 yr, manufacturing warranty.
Advance Paid	Rs. 43,400-00, 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.

For MDs APPROVAL

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

APPROVED BY
11 OCT 2021
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For *Sri Balaji Enterprises*

Name : ____________

Date : __/__/____

11-Oct-21 11:35:24 AM

Purchase Order

Original / Office Copy / Purchase Div.Copy

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________________

Date : __/__/____

1306

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	07-10-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169086
Material required before date:		ID No.	70149

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Mortise Lock		12	Nos		
2	Cylindrical Lock		48	Nos		
3	SS Hinges		40	Nos		
4	Wood Screws	30x8mm	30	Pkts		
5	Wood Screws	35x8mm	30	Pkts		
6	Hold Fast	4"	100	Kgs		
7	Plastic Gampa	17"	60	Nos		
8	SS Screws	32x8mm	20	Pkts		
9	SS Screws	50x6mm	20	Pkts		
10	SS Screws	25x6mm	20	Pkts		

81578

Remarks:For Stock Replenishing Purpose

Prepared By	Bhavani		
Sign.& Date	07-10-2021	Sign. & Date	

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

APPROVED BY
07 OCT 2021
SOHAM MODI
MANAGING DIRECTOR