1044

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	11/1/22	Prepared by:	[illegible]
PO/WO no.	84046	PO / WO Date.	29/12/21
Supplier Name	M. Sudarshan	PO/WO amount	11,127/2
Firm/Company	SSUP	Project	SHUP Sr
Sl. No.	Bill No.	Bill Date	Bill amount
1	167	31/12/21	11,127/2
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			11,127/2

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	–	–	101898	☑ 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:	11,127/-
Amount E – PO / WO value:	11,127/-
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	20/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		APPROVED 12 JAN 2022				
Date			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 INVOCIE

Cell : 9849102251

M. SUDARSHAN

FABRICATION OF ALUMINIUM PARTITIONS, DOORS, WINDOWS & INTERIOR WORKS

D.No. 1348, Pioneer Bazar, Bollarum, Secunderabad - 500 010. T.S.
Email : sudarshan.maheshwaram@yahoo.com
GSTIN No. 36BBIPM8347N1ZW

Name : Summit Sales LLP
5-4-187/3&4 II Floor M.G Road Sec-bad
GST No 36 ACQFS2044G1Z7

Bill No. 167 Date 31-12-2021
D.C No. Date :
Order No. 84046 Date :

Sl No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
1	Aluminium Frame Re Sizing 2'-0 x 2'-0 x 15 Nos			SFT 60-0	50=00	3000	00
2	— do — 3'-0 x 3'-6 x 5 Nos			52-50	50=00	2625	00
3	— do — 3'-0 x 4'-0 x 5 Nos			60-0	50=00	3000	00
4	— do — 2'-0 x 4'-0 x 2 Nos			16-0	50=00	800	00
		SUB TOTAL				9425	00
		SGST %		9		848	25
		CGST %		9		848	25
		IGST %					
		GRAND TOTAL				11121	50

Rupees In Words : Eleven thousand one hundred Twenty one and fifty paisa only

SUMMIT SALES LLP R.R. DIST. IN WARD No: 89453 Date: 7/01 Sign:

INWARD
Inward No: 12476 Dt: 31/12/21
MRN No: 101898 Dt:
Received By: Sign:
SUMMIT SALES LLP

TERMS & CONDITIONS :
1. Goods once sold will not be taken back and No claim for shortage or damage will be entertained.
2. Cheque disgonour Rs. 500/- Extra
2. Our responsbility ceases no seener goods are handed over to the carring agency.
4. Subject to secunderabad Jurisdiction Only.

INWARD
Inward No: 10602 Dt: 31/12/21
MRN No: Dt:
Received By: Sign:
SUMMIT SALES LLP

For **M. SUDARSHAN**
Sudarshan
Signature

Purchase Order

 31-12-2021 11:57:45

84046

5:44:06

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

Supplier Details			
Mr. M. Sudarshan	**Doc No**	84046	169315
H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.	**Doc Date**	29-12-2021	
	Quote No	Nil	
GSTIN 36BBIPM8347N1ZW	**Quote Date**	23-12-2021	
9849102251	**SupplyType**	Supply	

Kind Attn : Mr. M. Sudarshan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2414 - Carpentry - windows - Al. Ventilator - Top hung - 2 ft X 2 ft - Sft *Resize - 23.50" x 23.50" - 15 nos*	60.00	50.00	0.00	18.00	3,540.00
2	2421 - Carpentry - windows - 3T Sliding Window - 3ft X 3ft 6 In - sft *Resize - 35.50" x 41.50" - 05 nos*	52.50	50.00	0.00	18.00	3,097.50
3	2185 - Carpentry - windows - Al. Fixed - 3 ft x 4 ft - sft *Resize - 35.50" x 47.50" - 05 nos*	60.00	50.00	0.00	18.00	3,540.00
4	2205 - Carpentry - windows - Al. Openable - other - sft *23.50" x 47.50" - 02 nos*	16.00	50.00	0.00	18.00	944.00
				Total Order Value . . .		**11,121.50**

Rupees : Eleven Thousand One Hundred Twenty One and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	Aluminium Sections shall be of 'Agarvanshi' brand
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Material delivered.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
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 SOVLLP V.no. 30,31 & 32.
Completion Date	Work completed.
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	'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

For *Summit Sales LLP*

Authorised Signatory

31/12/2021

Name :

Accepted the above Terms And Conditions

For *Mr. M. Sudarshan*

Name :

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	29/12/2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	15:00
Supplier	MR. M. SUDARSHAN	Req. No.	169315
Material required before date:		ID No.	72513

No	Description	Size	Quantity	Units	Inward No	Date
1	AL. SLIDING WINDOWS – 3 TRACK	4' X 3'6'' TO 3' X 3'6''	05	NOS		
2	AL. FIXED WINDOW	4' X 4' TO 3' X 4'	05	NOS		
3	AL. VENTILATOR - TOP HUNG	2' X 3' TO 2' X 2'	15	NOS		
4	AL. OPENABLE WINDOWS	2'0 X 4'0	02	NOS		
5						
6	84046					
7						
8						
9						

Remarks: WINDOWS CAN BE RESIZE(SOVLLP – VILLAS 30,31,32) PURPOSE.

Prepared By	T D MURTHY	Sign. & Date	
Date:	29/12/2021		

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

APPROVED

31 DEC 2021

MINISH PARIKH
MANAGER PROCUREMENT