PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	31/1/22	Prepared by	Sneha.	Serial no.	-UC2024
Supplier name	M. Sudarshan			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	29/12/21	PO/WO No.	84047	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	168	25/1/22	6,34,037.60/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			6,34,037.60/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	102895	Proof of delivery matches MRN	☑ 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:			6,34,037.60/-
Amount E – PO / WO value:			6,34,037.60/-
Amount F – Difference (A – E):			–
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received		
Close PO / WO	☑ Yes □ No – wait for balance material □ Other		
Payment – due date	7/2/22		
Remarks:	final bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Sneha				
Sign:	Sneha.	31 JAN 2022			
Date	31/1/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED MINISH PARIKH MANAGER

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

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 Sale's LLP
5-4-187/3&4 II Floor M-G Road Sec-bad
GST No 36 ACQFS 2044 C1Z7

Bill No. 168 Date : 25-1-2022
D.C No. Date :
Order No. 84047 Date :

Sl No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
1	Aluminum Powder Coating open windows with 4mm plain glass and All Necessary Fittings 5'-0 x 4'-6" x 6 Nos			SFT 135-0	360=00	48600	00
2	— do — 4'-0 x 4'-6" x 1 No			18-0	360=00	6480	00
3	— do — 2'-0 x 4'-6 x 20 Nos			180-0	360=00	64800	00
4	— do — 2'-0 x 2'-0 x 7 Nos			28-0	500=00	14000	00
5	— do — 2'-0 x 4'-0 x 2 Nos			16'-0	360=00	5760	00
6	3 Track Sliding windows 6'-0 x 4'-0 x 43 Nos			1032-0	340=00	350880	00
6	Fixed windows 4'-0 x 4'-0 x 13 Nos			208-0	225=00	46800	00
	SUB TOTAL					537320	00
	SGST %			9		48358	80
	CGST %			9		48358	80
	IGST %						
	GRAND TOTAL					634037	60

Rupees In Words : Six Lakh's thirty Four thousand thirty Seven and Paisa Sixty only

SUMMIT SALES LLP
INWARD
No: 90234
Date: 29/01
Sign:
R.R. DIST.

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: 17601	Dt: 28/01/22
MRN No: 102895	Dt: 29/1/22
Received By:	Sign:
SUMMIT SALES LLP	

For **M. SUDARSHAN**

Sudarshan

Signature

Purchase Order

 29-12-2021 15:51:25

84047

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**	84047	169316
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	2201 - Carpentry - windows - Al. Openable - 5 ft x 4.5 ft - sft *59.50" x 53.50" - 06 nos*	135.00	360.00	0.00	18.00	57,348.00
2	2205 - Carpentry - windows - Al. Openable - other - sft *4'0 x 4'6"(47.50" x 53.50") - 01 no*	18.00	360.00	0.00	18.00	7,646.40
3	2205 - Carpentry - windows - Al. Openable - other - sft *2'0 x 4'6"(23.50" x 53.50") - 20 nos*	180.00	360.00	0.00	18.00	76,464.00
4	2414 - Carpentry - windows - Al. Ventilator - Top hung - 2 ft X 2 ft - Sft *23.50" x 23.50" - 07 nos*	28.00	500.00	0.00	18.00	16,520.00
5	2413 - Carpentry - windows - Al. Openable window - 2 ft X 4 ft - Sft *23.50" x 47.50" - 02 nos*	16.00	360.00	0.00	18.00	6,796.80
6	2400 - Carpentry - windows - Al.sliding Windows 3 track - 6 ft X 4 ft - Sft *71.50" x 47.50" - 43 nos*	1,032.00	340.00	0.00	18.00	414,038.40
7	2425 - Carpentry - windows - Alu Fixed Windows - 4 ft X 4 ft - sft *47.50" x 47.50" - 13 nos*	208.00	225.00	0.00	18.00	55,224.00
					Total Order Value . . .	**634,037.60**

Rupees : Six Lakh(s) Thirty Four Thousand Thirty Seven and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	Aluminium Sections shall be of "Agarvanshi"/"Jindal" brand. All openable windows sections shall be of 1.5 mm thickness Z sections to be used . Other specifications enclosed as per cir.no.565 (b) dtd.06.9.10
Payment Terms	50% as advance & balance 50% on delivery of all materials.
Tax	Included in the above price
Delivery Date	Within 10days
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	One year on workmanship
Advance Paid	Rs. 3,17,019/- advance to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for KNM & AGH villas purpose.
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.

T.D.

APPROVED BY
30 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*

Authorised Signatory

29/12/2021

Name :

Accepted the above Terms And Conditions

For *Mr. M. Sudarshan*

Name :

Date : __/__/____

Purchase Order

 29-12-2021 15:51:25 Original / Office Copy / Purchase Div.Copy

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

Accepted the above Terms And Conditions

For ***Mr. M. Sudarshan***

Name : ____________________

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.	169316
Material required before date:		ID No.	72514

No	Description	Size	Quantity	Units	Inward No	Date
1	AL. SLIDING WINDOWS – 3 TRACK	6' X 4'	43	NOS		
2	AL. FIXED WINDOW	4' X 4'	13	NOS		
3	AL. VENTILATOR - TOP HUNG	2' X 2'	07	NOS		
4	AL. OPENABLE WINDOW	2' X 4'	02	NOS		
5	AL. OPENABLE WINDOW 84047	5' X 4'6''	06	NOS		
6	AL. OPENABLE WINDOW	4' X 4'6''	01	NOS		
7	AL. OPENABLE WINDOW	2' X 4'6''	20	NOS		

Remarks: ABOVE ORDER FOR STOCK REPLENISHING(KNM & AGH VILLAS) PURPOSE.

Prepared By	T D MURTHY 29/12/21	Sign. & Date	APPROVED BY 30 DEC 2021 SOHAM MODI MANAGING DIRECTOR
Date:	29/12/2021		

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

To,
M.D. STr.

Al. windows that can be resized & new orders Ver3. dt. 13-05-2021.xls
AGH & KNM - dt. 23-12-2021

Company name:				Summit Sales LLP								
Subject:				Al. windows that can be resized & New orders Ver 3								
Prepared by:				T.D. Murthy								
Date:				23-12-2021								
Sl.no.	Item Description	Size	Each window in Sft	AGH requirement	KNM requirement	Total requirement (in nos)	Window can be resize (at SSLLP stock)	Balance quantity to be ordered	Quantity in Sft	Rate in Sft (New rates)	Amount	GST - 18%	Total amount
1	Al. Sliding windows - 3 track	6'0 x 4'0	24.00	43.00	-	43.00	-	43.00	1,032.00	340 360	3,71,520.00	66,873.60	4,38,393.60
3	Al. Sliding windows - 3 track	4'0 x 4'0	16.00	9.00	-	9.00	9.00	-	-	360	-	-	-
4	Al. Fixed window	4'0 x 4'0	16.00	13.00	-	13.00	-	13.00	208.00	225	46,800.00	8,424.00	55,224.00
6	Al.Open. Ventilator - Tophung	2'0 x 2'0	4.00	18.00	5.00	23.00	16.00	7.00	28.00	500 525	14,700.00	2,646.00	17,346.00
7	Al. Openable windows	2'0 x 4'0	8.00	4	-	4.00	2	2.00	16.00	360 380	6,080.00	1,094.40	7,174.40
8	Al. Openable windows	5'0 x 4'6"	22.50	-	11.00	11.00	5.00	6.00	135.00	360 380	51,300.00	9,234.00	60,534.00
9	Al. Openable windows	4'0 x 4'6"	18.00	-	1.00	1.00	-	1.00	18.00	360 380	6,840.00	1,231.20	8,071.20
10	Al. Openable windows	2'0 x 4'6"	9.00	-	24.00	24.00	4.00	20.00	180.00	360 380	68,400.00	12,312.00	80,712.00
											5,65,640.00	1,01,815.20	6,67,455.20

For MDs APPROVAL

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

APPROVED BY
23 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

Minimum get best rate and order!

T.D. Murthy
23/12/21

23/12/2021