(E)

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	17/2/22	Prepared by	Ramya	Serial no.	2045
Supplier name	SSLLP			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	1/2/22	PO/WO No.	85054	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	051	16/2/22	30.646	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	30.646
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 103818	Proof of delivery matches MRN ✓ □ ~~Yes~~ □ No
Amount B –Other Credits : Transportation charges	1500/-
Amount C –Other Debits :	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	30.646/-
Amount E – PO / WO value:	29,146.00/-
Amount F – Difference (A – E):	1500/-
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	21/02/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya	17 FEB 2022			
Sign:	(signature)				
Date	17/2/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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.

850 54
85054

Gurudavaya Namo

INVOICE CUM BILL

Om Sai Ram
GSTIN : 36ACAFS3574M1ZP

Sri Sai Decors

5-72/7, Ankushapur (V), Edulabad Road, Ghatkesar (M), Medchal Dist. - 501 301.

To, Summit Sales LLP
5-4-187/3 and 4 II nd floor,
MG Road Secunderabad
500003

Invoice No. 051
Date : 16/2/22
D.C. No.
Date :
Vehicle No. TS05 UA6053
Party GST No. 36ACQFS2044C1Z7

S.No.	DESCRIPTION HSN	Qty.	Sq. Mtr. Sft	Rate	AMOUNT Rs.	Ps.
	32MM Skin Door 4418					
	80 X 38	10	211.11	117	24700	00

SUMMIT SALES LLP
IN WARD
No: 91187
Date: 12/2
Sign:
R.R. DIST.

INWARD
Inward No: 17715 Dt: 16/2/22
MRN No: 103818 Dt: 17/2/22
Received By:
Sign:
SUMMIT SALES LLP

Total Amount Before Tax	24700	00
CGST @ 9%	2223	00
SGST @ 9%	2223	00
IGST @ 18%	—	—
Transport Charges	1500	00
Total Amount After Tax	30646	00

Invoice Value in words : Thirty thousand Six hundred and forty Six only

Bank Details : UNION BANK OF INDIA
A/c. No. : 327501010220087
IFSC Code : UBIN0532754
Branch : Ghatkesar

Terms & Conditions :

1. Goods once sold will not be taken back.
2. Certified that the parlour given are true and correct.
3. Once the invoice has been made, alteration will not be done.

For SRI SAI DECORS

Purchase Order

 01-02-2022 11:52:51

85054
31.01.22 4:50:16

iv.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 Sai Decors
Ghatkesar, Hyderabad, Telangana-501301

GSTIN 36ACAFS3574M1ZP
9885008785 9885008785

Doc No	85054	169416
Doc Date	01-02-2022	
Quote No	Nil	
Quote Date	01-02-2022	
SupplyType	Supply	

Kind Attn : Ram Mohan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2360 - Carpentry - doors - Panel Doors - Others - Nos *38"x80"*	10.00	2,470.00	0.00	18.00	29,146.00
					Total Order Value . . .	**29,146.00**

Rupees : Twenty Nine Thousand One Hundred Fourty Six Only.

Terms and Conditions :-

Specification / Brand	Mango wood frame, partical board filling, masonite skin both side, two panel door, Rate per sft is Rs. 117+18% GST.
Payment Terms	50% Advance balance after delivery
Tax	Included in the above prices
Delivery Date	With in 7 days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation Cost	Extra as per actuals
Warranty	One year replacement warranty for doors if found defective or the skin peel off
Advance Paid	Rs.14,500-00, by cheque..........dated.........
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damages in suppliers account, above order is for stock eplanish, purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
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

Name : ______________________

Accepted the above Terms And Conditions

For ***Sri Sai Decors***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	28.01.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169416
Material required before date:	10.01.2022	ID No.	73409

No	Description	Size	Quantity	Units	Inward No	Date
1	Non-WPC -panel door-Internal ,Main Door	38"x80"	10	Nos		

Remarks: For Stock Replenishing Purpose

Prepared By	N.Vanajakshi	Approved by	
Sign.& Date	28.01..2022	Sign. & Date	

APPROVED BY
29 JAN 2022
SOHAM MODI
MANAGING DIRECTOR

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