PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/2/22	Prepared by	Heda	Serial no.	- 2220
Supplier name	Kaveri Timber depot			HO inward no.	
Firm/Company	SSLLP	Project	SLLP	HO received date	
PO/WO date	14/2/22	PO/WO No.	85470	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	363	16/2/22	49,560/-	☑ Yes ☐ No
2.			—	☐ Yes ☐ No
3.			—	☐ Yes ☐ No
4.			—	☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	48,144/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	103800	Proof of delivery matches MRN	☑ Yes ☐ No

Amount B –Other Credits : Transportation charges 1200/- + 181	1,416/-
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	49,560/-
Amount E – PO / WO value:	48,144/-
Amount F – Difference (A – E):	1,416/-
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	26/2/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Heda				
Sign:					
Date	19/2	19 FEB 2022			
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.

GST NO. 36AAFFK7078K1ZT

Subject to Hyderabad Jurisdiction

~~CASH~~ / CREDIT MEMO

✆ : 040-27157218

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. 363

Date : 16.02.22

M/s. SUMMIT SALES LLP

GST :- 36ACQFS2044C1Z7. [P.O:- 85470/169466] 14/2/22

Sl.No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
	INDP WOOD CUTSIZES.					
	7' - 1½ x 3/4 = 300 Nos	-	2100FT @ 16/-		33,600	00
	3' - 1½ x 3/4 = 150 Nos	-	450FT @ 16/-		7,200	00
			TRANSPORTING		1200	00
			TOTAL		42,000	00
	E. & O.E.		CGST	9 %	3,780	00
Party GSTIN No.			SGST	9 %	3,780	00
			IGST	%		
Way Bill No. :		HDFC Bank A/c. No. 50200005516244 IFSC Code : HDFC0000081 Branch : Himayathnagar				
Vehicle No. : TS 08UE 4962			TOTAL AMOUNT GST		49,560	00

SUMMIT SALES LLP R.R. DIST. INWARD No: 91324 Date: 19/2 Sign:

INWARD
Inward No: 17709 Dt: 16/2/22
MRN No: 103800 Dt: 16/2/22
Received By: Sign:
SUMMIT SALES LLP

* 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

 14-02-2022 10:55:17

85470
31.01.22 4:53:35

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	**Doc No**	85470	169466
Plot No. 2, Sy.no. 52 & 54, Road No.7, IDA Nacharam, Hyderabad - 500076.	**Doc Date**	14-02-2022	
	Quote No	Nil	
GSTIN 36AAFFK7078K1ZT	**Quote Date**	01-05-2021	
9441723939	**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" - 300 nos*	2,100.00	16.00	0.00	18.00	39,648.00
2	2237 - Carpentry - wood - Sal wood Beading - other - rft *3'0 x 1.5" x 3/4" - 150 nos*	450.00	16.00	0.00	18.00	8,496.00
					Total Order Value . . .	**48,144.00**

Rupees : Fourty Eight Thousand One Hundred Fourty Four 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	'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 : 14/02/2022

Accepted the above Terms And Conditions

For ***Kaveri Timber Depot***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SSLLP		Date:		10.02.2022	
Site & Phase :	SSHLP		Time:		10:00	
Supplier			Req.No.		169466	
Material required before date:		10.01.2022	ID No.		73779	

No	Description	Size	Quantity	Units	Inward No	Date
1	Internal beading	7'x1.5"x3/4"	300	Nos		
2	Internal beading	3'x1.5"x3/4"	150	Nos		

Remarks: For Stock Repleneshing purpose

Prepared By	N.Vanajakshi	Approved by	APPROVED BY
Sign.& Date	10.02..2022	Sign. & Date	12 FEB 2022

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

SOHAM MODI
MANAGING DIRECTOR

85470