

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 03/03/22		Prepared by: Hende		Serial no. 2631	
Supplier name: Spt Bolaji Enterprises				HO inward no.	
Firm/Company: SGLP		Project: OshIMP		HO received date	
PO/WO date: 14/02/22		PO/WO No. 85473		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	193	11/03/22	1,54,332/-	☒ Yes ☐ No	
2.			-	☐ Yes ☐ No	
3.			-	☐ Yes ☐ No	
4.			✓	☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				1,54,332/-	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos: 104407		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:				1,54,332/-	
Amount E – PO / WO value:				2,93,478/-	
Amount F – Difference (A – E):				1,39,146/-	
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		Paid 1/46,000/-			
Remarks: 10/3/22					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Hende				
Sign:	[Signature]	04 MAR 2022			
Date	3/3				
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.

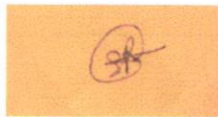
Tax Invoice

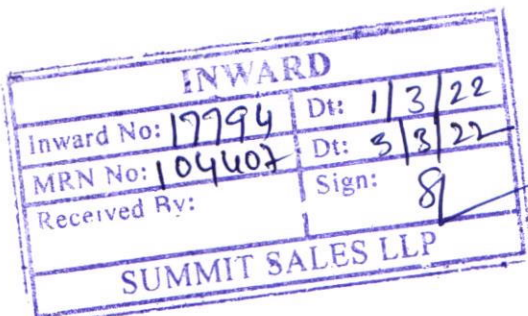
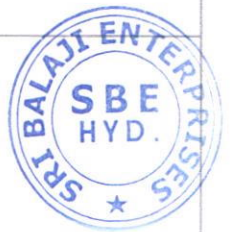
SRI BALAJI ENTERPRISES # 14-1-418, NEAR ROCKET GROUND NEW AGHAPURA HYDERABAD 500001 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana	Invoice No. 193	Date 01-03-2022
	Place of supply 36-Telangana	PO date 14-02-2022
	PO number 85473	Vehicle Number TS10UB-5649
	Ship To	
	SUMMIT HOUSING LLP Cherlapally Behind Kingston PG College pin cod -500051 (R.R. DSTI)	
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		

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	Discount	GST	Amount
1	ETTO SS CYLINDRICAL LOCK	8301	24x5	120	NOS	₹ 1,060.00	₹ 57,240.00 (45%)	₹ 12,592.80 (18%)	₹ 82,552.80
2	SS HINGES HG 1151	8302	40X7	280	NOS	₹ 395.00	₹ 49,770.00 (45%)	₹ 10,949.40 (18%)	₹ 71,779.40
Total				400			₹ 1,07,010.00	₹ 23,542.20	₹ 1,54,332.20

Invoice Amount In Words One Lakh Fifty Four Thousand Three Hundred Thirty Two Rupees only	Amounts: Sub Total ₹ 1,54,332.20 Round off - ₹ 0.20 Total ₹ 1,54,332.00 Received ₹ 0.00 Balance ₹ 1,54,332.00
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HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
8301	₹ 69,960.00	9%	₹ 6,296.40	9%	₹ 6,296.40	₹ 12,592.80
8302	₹ 60,830.00	9%	₹ 5,474.70	9%	₹ 5,474.70	₹ 10,949.40
Total	₹ 1,30,790.00		₹ 11,771.10		₹ 11,771.10	₹ 23,542.20

Terms and conditions: GOODS ONCE SOLD WILL NOT BE TAKEN BACK SUBJECT TO HYDERABAD JURI ATTRACT INTEREST AT 24% P.A.SDICTION. PAYMENT POST DUE DATE WILL	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



Purchase Order

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14-02-2022 12:36:11



85473

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

Sri Balaji Enterprises
H, no. 14-1-418, Near ROCKET Ground, New Aghapura Hyderabad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	85473	169467
Doc Date	14-02-2022	
Quote No	Nil	
Quote Date	14-02-2022	
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	40.00	4,610.00	45.00	18.00	119,675.60
2 2165 - Carpentry - hardware - SS Cylindrical Lock - other nos	120.00	1,060.00	45.00	18.00	82,552.80
3 2285 - Carpentry - hardware - SS Hinges - Others - nos 4"	280.00	395.00	45.00	18.00	71,779.40
4 2092 - Carpentry - hardware - Door Stopper - NA - nos	150.00	110.00	0.00	18.00	19,470.00
Total Order Value . . .					293,477.80

Rupees : Two Lakh(s) Ninty Three Thousand Four Hundred Seventy Seven and Paise Eighty Only.

Terms and Conditions :-**Specification /** Hardware is Dorset**Payment Terms** 50% advance balance after delivery**Tax** Inclusive of all GST taxes**Delivery Date** within 7 days.

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

Penalty For Delay Nil**Transportation** Extra.**Warranty** Hardware mortise lock 5 years warranty, cylindrical lock and hinges 1 yr, manufacturing warranty.**Advance Paid** Rs. 1,46,000-00, 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**Measurement** 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.'

APPROVED BY

16 FEB 2022

SOHAM MODI
MANAGING DIRECTOR

FORMS APPROVAL

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

PORT DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	193	11/3/22	1,54,332/-
2.			
3.			
4.			
5.			

For **Summit Sales LLP**

Authorised Signatory

Name : _____

Contact : _____

Accepted the above Terms And Conditions

For **Sri Balaji Enterprises**

Name : _____

Date : ____/____/____

Requisition Form

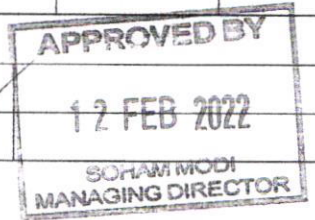
MD

Company Name:	SSLLP	Date:	10.02.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169467
Material required before date:	10.01.2022	ID No.	73781

No	Description	Size	Quantity	Units	Inward No	Date
1	Non-WPC-Paneldoor-Internal bedroom	32"x82"	30	Nos		
2	Non-WPC-Paneldoor	26"x82"	20	Nos		
3	Non-WPC-Paneldoor-Internal bathroom	26"x80"	20	Nos		
4	Mortise lock		40	Nos		
5	Cylindrical lock		120	Nos		
6	SS-Hinges		280	Nos		
7	Magnetic door stopper		150	Nos		

Remarks: For Stock Replenishing purpose

Prepared By	N.Vanajakshi	Approved by	
Sign.& Date	10.02.2022	Sign. & Date	



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