

PURCHASE DIVISION
Advice for approval for credit to supplier

(F)

Date: 16/3/22		Prepared by: Ramya		Serial no. - 2186	
Supplier name: Sri Sai Decor				HO inward no.	
Firm/Company: SSILP		Project: SHILP		HO received date	
PO/WO date: 28/01/22		PO/WO No. 84927		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	058	14/3/22	25.158	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				25.158	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.: 104908		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:				25.158	
Amount E – PO / WO value:				101.527.	
Amount F – Difference (A – E):				76.369	
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		Part Bill 21/3/22			
Remarks: Part Bill					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:		16 MAR 2022			
Date	15/3/22				
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.



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 floor
M G Road Secunderabad

Invoice No. 058

Date : 14/3/22

D.C. No.

Date :

Vehicle No. TS 08 UD 9083

Party GST No. 36ACQFS2046C127

S.No.	DESCRIPTION	HSN	Qty.	Sq. Mtr/ Sft	Rate	Rs.	AMOUNT Ps.
	30mm SKIN DOOR	4418					
	82 x 32 po number = 84927		10	182.22	117		
				182.22		21320	00
				Total Amount Before Tax		21320	00
				CGST @ 9%		1919	00
				SGST @ 9%		1919	00
				IGST @ 18%		-	-
				Transport Charges		-	-
				Total Amount After Tax		25158	00



SUMMIT SALES LLP
INWARD
No: 92296
Date: 15/3
Sign: L

INWARD

Inward No:	17846	Dt:	14/3/22
MRN No:	104908	Dt:	15/3/22
Received By:		Sign:	[Signature]

SUMMIT SALES LLP

Invoice Value in words: Twenty five thousand only

Bank Details : UNION BANK OF INDIA

A/c. No. : 327501010220087

IFSC Code : UBIN0532754

Branch : Ghatkesar

(Handwritten note: hundred and fifty eight only)

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 SAL DECORS

Purchase Order

1 of 1

28-01-2022 11:31:03



84927

08.01.22 12:01:49

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	84927	169386
Doc Date	28-01-2022	
Quote No	Nil	
Quote Date	28-01-2022	
SupplyType	Supply	

Kind Attn : Ram Mohan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2341 - Carpentry - doors - Panel Door 30 mm - 32 In x 82 In - Nos	20.00	2,132.00	0.00	18.00	50,315.20
2 2360 - Carpentry - doors - Panel Doors - Others - Nos 26"x80"	10.00	1,690.00	0.00	18.00	19,942.00
3 2360 - Carpentry - doors - Panel Doors - Others - Nos 36"x80"	10.00	2,650.00	0.00	18.00	31,270.00

Total Order Value : 101,527.20

Rupees : One Lakh(s) One Thousand Five Hundred Twenty Seven and Paise Twenty Only.

Terms and Conditions :-

Specification / Brand Mango wood frame, partial board filling, masonite skin both side, two panel door, Rate per set 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

Penalty 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.50,000-00, 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.'

S.no.	Bill no.	Date	Amount
1.	058.	14/3/22	25158/-
2.			

For MDs APPROVAL

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

APPROVED BY

29 JAN 2022

RACHAN MODI
MANAGING DIRECTORFor **Summit Sales LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Sri Sai Decors**

Date : ____/____/____

Requisition Form

Company Name:		SSLLP		Date:		19.01.2022	
Site & Phase :		SSHLP		Time:		10:00	
Supplier				Req.No.		169386	
Material required before date:		10.01.2022		ID No.		73141	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Non WPC panel door-internal bedroom	32"x82"	✓ 20	Nos			
2	Non WPC panel doors-internal bathroom	26"x80"	✓ 10	Nos			
3	Non WPC panel doors-internal main door	38"x80"	10	Nos			
Remarks: For Stock Replenishing Purpose							
Prepared By		N.Vanajakshi		Approved by			
Sign. & Date		19.01.2022		Sign. & Date			

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

APPROVED BY
19 JAN 2022
SOHAM MODI
MANAGING DIRECTOR

24/1/22