E

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	02/06/22	Prepared by	Ramya	Serial no.	004759
Supplier name	Rajadhani tiles co			HO inward no.	
Firm/Company	MRPLCP	Project	NCH	HO received date	
PO/WO date	12/03/22	PO/WO No.	87096	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	016	18/05/22	12,546/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	12,546/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 106826 — 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:	12,546/-
Amount E – PO / WO value:	23,310/-
Amount F – Difference (A – E):	10,764/-
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	6/06/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	[signature]				
Date	02/06/22				
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.

✆ : 9848525411
: 8885561492

TAX INVOICE
CASH / CREDIT

RAJADHANI TILES COMPANY

MARBLES & GRANITE

Dealers in : Rajastan Marbles, Granite, Kota Stone, Bangalore Stone, Tandur Stone and all types of Parking & Flooring Tiles
Plot No. 78, H.No. 4-40/7/2, Nagaram Village, Keesara Mdl., Medchal Dist - 500 083.

No 016[illegible]
Invoice No.

GSTIN : 36AAPPU3108E1ZM

Date : 18/05/2022

Billed to : Name : Modi Realty Pocharam LLP Address Pocharam Hyderabad State Telangana Code 36	Party GSTIN : 36ABIFM1836H1Z7 Mode of Supply (Transportation) Place of Supply : Pocharam P.O. No. : 87096 State Code : TELANGANA - 36 Vehicle No. TS08OE4885

Noc

S.No.	DESCRIPTION	HSN/SAC	QTY.	RATE	UNIT PRICE	AMOUNT Rs. Ps.
1)	Shabad Stone 3x2=6x81 486 Sft	2515	486	18.50	Sft	8991
2)	loading & unloading		486	3	Sft	1458
3)	Transport					1500

SUMMIT SALES LLP
INWARD
No: 94543
Date: 18/5
Sign:
R.R. DIST.

Electronic Reference Number :	Total Taxable Value	11,949
Rupees in words Twelve Thousand Five Hundred and Fourty Six only	CGST @ 2.5 %	298.725
	SGST @ 2.5 %	298.725
BANK DETAILS	IGST @ — %	—
Bank Name : ICICI BANK Account No. : 131805500546	(Subject to Reverse Charges)	—
IFSC Code : ICIC0001318 Branch : Kapra	GRAND TOTAL	12,546

1. Interest @ 18% will be strictly charged extra of bills are not paid within ....days.
2. We are not responsible for transit damages.
3. No rejection is entertained beyond 15 days from the date of receipt of material your end.
4. All disputes are subject to Hyderabad Jurisdiction.

For **RAJADHANI TILES COMPANY**

Receiver's Signature with Seal

☎ : 9848525411
: 8885561492

TAX INVOICE

CREDIT

RAJADHANI TILES COMPANY

MARBLES & GRANITE

Dealers in : Rajasthan Marbles, Granite, Kota Stone, Bangalore Stone, Tandur Stone and all types of Parking & Flooring Tiles

Plot No. 78, H.No. 4-40/7/..., Nagaram Village, Keesara Mdl, Medchal Dist - 500 083

GSTIN : 36AAHPU3108E1ZM

Invoice No. 0156[illegible] Date: 18/05/2022

Billed to:

Name: Modi Realty Pocharam LLP

Address: Pocharam

Hyderabad

State: Telangana Code: 36

Party GSTIN: 36AABFM1936H1ZF

Mode of Supply (Transport mode):

Place of Supply: Pocharam

P.O. No.: [illegible]

State Code : TELANGANA - 36

Vehicle No.
TS08EU1885

S.No.	DESCRIPTION	HSN SAC	QTY.	RATE	UNIT PRICE	AMOUNT Rs.	Ps.
1)	Shabad Stone 3x2=6x81 486 Sft	2515	486	18.50	Sft	8991	
2)	Loadings unloading		486	3	Sft	1458	
3)	Transport					1500	

Electronic Reference Number :

Rupees in words: Twelve Thousand Five Hundred and Forty Six only

Total Taxable Value	11,949
CGST @ 2.5	298.725
SGST @ 2.5	298.725
IGST @ —	—
(Subject to Reverse Charges)	—
GRAND TOTAL	12,546

BANK DETAILS

Bank Name : ICICI BANK

Account No. : 1318055005[illegible]

IFSC Code : ICIC0001318 Branch : Kapra

For RAJADHANI TILES COMPANY

Receiver's Signature with ...

Form for closure of purchase order

Data required from site/engineers:							
PO no.:	87096	PO date:	12-03-2022	Req. no.:	181910	Advice Scan ID	
MRN nos. related to PO							

☑	Part material received.
☐	Full material received.
☐	Material not received.
☑	Close PO – Balance material will be re-ordered by new requisition.
☐	Cancel PO. Material not required.
☐	Cancel PO. Material will be re-ordered by new requisition.
☐	Keep PO open. Material required.
☐	Keep PO open. Work under progress.

Remarks by engineer: Earlier sent Shabad stone (3'x2') 200No's quality was not good, so we rejected, later Good quality stones - 80No's sent by supplier.

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

Prepared by	Sign	Date	Project manager	Sign	Date
Shravani	[signature]	2/5/22	G. Vijay Raj	[signature]	[signature]

Data required from accounts:

☑	Checked with E&D for receipt of bills.		
☑	Bills not received against this PO.		
☐	Part bill received against this PO.	Bill nos.	
☐	All bills received against this PO.		
☐	Advance paid against this PO.	Amount paid	

Remarks by Accountants:

Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.

Prepared by	Sign	Date	Accounts manager (approval required for ~~PO more than 10k)~~	Sign	Date
[signature]	[signature]	10/5/22			

Advice by MD - action to be taken by purchase:

☑	Get certified bill from supplier (not original).		
☐ ✗	Prepare bill in SSLLP for material supplied.		
☑	Get proof of delivery from site.		
☐ ✗	Barcoded PO missing – get certified copy from Accounts.		
☑	Thereafter, prepare advice to credit to supplier and send to HO for processing.		
☑	Close PO	☐	Keep PO open. Material awaited
☐	Send barcoded PO to MDs desk. PO to be closed thereafter.		
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.		
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.		
☐	RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs.		
☐	E&D to check receipt of bill and enter comments below.		
☐	Details of material supplied and balance material to be supplied is required.		

Remarks:

Prepared by	Sign	Date

APPROVED BY
13 MAY 2022
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 06-04-2022 12:12:09

87096
04.04.22 1:33:42

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderaba
G S T No. : 36ABIFM1836H1Z7

Supplier Details			
Rajadhani Tiles Company	**Doc No**	87096	181910
#Plot no. 78, Beside Sri Ram Kanta Weight Bridge, Nagaram, Keesara(M), R.R. Dist.	**Doc Date**	12-03-2022	
	Quote No	Nil	
GSTIN 36AAPPU3108E1ZM	**Quote Date**	12-03-2022	
9848525411	**SupplyType**	Supply	

Kind Attn : Mr. U.S. Mishra

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8523 - Stone - other - Shabad Stone - 3 In X 2 In - sft *200 nos*	1,200.00	18.50	0.00	5.00	23,310.00
			Total Order Value . . .			**23,310.00**

Rupees : Twenty Three Thousand Three Hundred Ten Only.

Terms and Conditions :-

Specification /	All items shall be of min.20mm maximum 25mm thickness.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 2days.
Delivery Location	Nilgiri Heights pocharam Phone. .9849497484
Penality For Delay	Nil
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to qlty and specs. Breakage in your a/c. Above order for Fixing at Lawn area at north comound wall purpose. loading/unloading charges extra @Rs. 1.50/- per sft.
Completion Date	NA
Measurment	Final payment as per actual measurements on site.
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 *Modi Realty Pocharam LLP*

Authorised Signatory

Name : 07/04/2022

Accepted the above Terms And Conditions

For *Rajadhani Tiles Company*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Realty Pocharam LLP	Date:	06-04-2022
Site & Phase :	Niligiri Heights	Time:	10:00
Supplier:		Req. No.	181910
0Material required before date: 10.04.22		ID No.	75294

No	Description	Size	Quantity	Units	Inward No	Date
1	**Shabad Stone**	**3' x 2'**	200	No's		
2			1200 sft			
3						
4						
5	87096					
6						
7						
8						
9						

Remarks: For fixing at Lawn area at north compound wall Purpose

Prepared By	Vijay Raj	Approved by	
Sign.& Date	06.04.2022	Sign. & Date	APPROVED 07 APR 2022 MINISH PARIKH MANAGER PROCUREMENT

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

✆: 9848525411
: 8885561492

RAJADHANI TILES COMPANY

Plot No. 78, H.No. 4-40/7/2, Nagaram Village, Keesara Mdl., Medchal Dist - 500 083, Telangana.

M/s. Modi Realty Pocharam LLP
Pocharam

No.: 138
Date: 07/05/2022
Order No.: 87096
Vehicle No. TS08UF4885

S.NO.	PARTICULARS	QTY.	RATE	AMOUNT Rs. Ps.
1)	Shabad ston	486		
		SFt		
	3x2=6x81			
	486 SFt			
			TOTAL	

INWARD
Inward No: 11242 Dt: 7/05/22
MRN No: 106826 Dt: 9/5/22
Received By: Sign:
NILGIRI HEIGHTS

SUMMIT SALES LLP
INWARD No. 80332
Date: 3/6/22
Sign:
R.R. DIST

Goods once sold will not be taken back

Thank you E. & O.E. Signature