PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	02/01/2021	Prepared by:	T.D. Murthy
PO/WO no.	72900	PO / WO Date.	11/12/2020
Supplier Name	Rajadhani Tiles Company	PO/WO amount	Rs. 66,080/-
Firm/Company	Serene Constructions LLP	Project	Serene Farms
Sl. No.	Bill No.	Bill Date	Bill amount
1.	112	15/12/2020	Rs. 73,750/-
2.	-	-	-
3.			-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			- Rs. 73,750/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	399	15/12/2020	86462	☑ Yes ☐ No
2.	-	-	-	☐ Yes ☐ No
3.	-	-	-	☐ Yes ☐ No
4.	-	-	-	☐ Yes ☐ No
Amount B –Other Credits :				-
Amount C –Other Debits : _				-
Amount D (D=A+B-C) – Amount to be credited to the supplier:				Rs. 73,750/-
Amount E – PO / WO value:				Rs. 66,080/-
Amount F – Difference (A – E):				Rs. 7,670/-

Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	☑ Yes ☐ No (explained below)
Excess / short material received	☑ Approved – within acceptable limits ☐ No (explained below)
Close PO / W?O	☑ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☑ Yes – Rs. 33,040/- ☐ No
Payment – due date	**09/01/2021**

Remarks: **Transportation charges added in above bill.**

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 05 JAN 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	2/1/21	2/1					

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE

CASH / CREDIT

© : 9848525411
: 8885561492

RAJADHANI TILES COMPANY

MARBLES & GRANITE

P.O.No:- 72900

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.

Invoice No. [redacted] **No** 112 **GSTIN : 36AAPPU3108E1ZM**

Date : 15/12/2020

Billed to : Name : Serene constructions LLP Address Yenkepally Village Chevella, State Telangana Code 36	Party GSTIN : 36ACVFS7909P1ZV Mode of Supply (Transportation) Place of Supply : Despatch Particulars : Vehicle No. AP 28 U 4488 State Code : **TELANGANA - 36**

S.No.	DESCRIPTION	HSN/SAC	QTY.	RATE	UNIT PRICE	AMOUNT Rs. Ps.
1)	Tan Brown Granite	6802	1000	56	sft	56,000
2)	Transport	–	–	–	–	6,500

MODI PROPERTIES PVT. LTD. *SEC'BAD* INWARD No: 7263 Date: 26/12 Sign:

Electronic Reference Number :	Total Taxable Value	62,500
Rupees in words Seventy Three thousand Seven Hundred and Fifty rupees only	CGST @ 9 %	5625
	SGST @ 9 %	5625
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.	IGST @ – %	–
	(Subject to Reverse Charges)	–
	GRAND TOTAL	73,750/-

For **RAJADHANI TILES COMPANY**

Receiver's Signature with Seal

©: 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. Serene Constructione LLP
Venkepally - chevella

No. 399
Date : 15/12/2020
Order No. : 72900
Vehicle No. AP28U4488

S.NO.	PARTICULARS	QTY.	RATE	AMOUNT Rs. Ps.
1)	Tan Brown Granite	1,000	–	–
		–		–
		–		
	1,000 SFt			
			TOTAL	

INWARD
No.: 4412
Date: 26/12

INWARD
Inward No: 5594 Dt: 15/12/20
MRN No: 86462 Dt: 18/12/20
Received By: M. Kay Sign: M. Kay
Serene Construction (Hyd) LLP

Goods once sold will not be taken back

Thank you E. & O.E.

Signature

Purchase Order

 11-12-2020 16:34:20

72900
05.12.20 12:12:19

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details			
Rajadhani Tiles Company #Plot no. 78, Beside Sri Ram Kanta Weight Bridge, Nagaram, Keesara(M), R.R. Dist. **GSTIN** 36AAPPU3108E1ZM 9848525411	**Doc No**	72900	150439
	Doc Date	11-12-2020	
	Quote No	Nil	
	Quote Date	12-05-2020	
	SupplyType	Supply	

Kind Attn : Mr. U.S. Mishra

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8534 - Stone - granite - Tan Brown - 19mm - Sft 8' x 3'	1,000.00	56.00	0.00	18.00	66,080.00
					Total Order Value . . .	**66,080.00**

Rupees : Sixty Six Thousand Eighty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 18mm thickness slabs. The above rates only for material supply.
Payment Terms	50% as advance and balance 50% after delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 Phone. ..
Penality For Delay	Bills must be submitted to H.O. within 30days of completion of work.10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Extra.
Warranty	Nil
Advance Paid	Rs. 33,040/- vide cheque no. , dtd. .
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Modular kitchen counter top purpose. Loading & Unloading charges included in above price.
Completion Date	Nil
Measurment	Payment will be made as the measurements noted upon received material
Security	Nil
Remarks	Nil

For *Serene Constructions LLP*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Rajadhani Tiles Company*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	serene constructions llp		
Site & Phase :	serene farms	Date:	07-12-2020
Supplier		Time:	06:15
Material required before date:	asap	Req. No.	150439
		ID No.	62214

No	Description	Size	Quantity	Units	Inward No	Date
1	**tan brown granite**					
2		std	1000	sft		
3						
4						
5						
6	~~₹2900~~					
7						
8						
9						
10						

Remarks:The above material is required for granite steps,modular kitchen counter top etc.

Prepared By	siva prasad		
Sign.& Date	07-12-2020	Approved by	APPROVED 11 DEC 2020 P. PRABHAKAR Sr. MANAGER PURCHASE
		Sign. & Date	

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

Requisition Form

Company Name:			
Site & Phase :		Date:	
Supplier		Time:	
Material required before date:		Req. No.	
		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By			
Sign.& Date		Approved by	
		Sign. & Date	

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