PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/5/21	Prepared by:	T.D. [illegible]
PO/WO no.	76506	PO / WO Date.	20/4/21
Supplier Name	Rajadhani Tiles Company	PO/WO amount	Rs. 1,00,890/-
Firm/Company	Concrit Sales LLP	Project	CHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	008	4/5/21	Rs. 1,00,890/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 1,00,890/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	488	4/5/21	91947	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ 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:	Rs. 1,00,890/-
Amount E – PO / WO value:	Rs. 1,00,890/-
Amount F – Difference (A – E): GST-18%	-

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. 50,445/- ☐ No
Payment – due date	22/5/21
Remarks: Please check advance and release the balance payment.	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	19/5/21						

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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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

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.

GSTIN : 36AAPPU3108E1ZM

Invoice No. No 0 0 8 Date : 04/05/21

Billed to : Name : Summit Sales LLP Address Cherapally Hyderabad State Telangana Code 36	Party GSTIN : 36ACQFS2044C1Z7 Mode of Supply (Transportation) Place of Supply : Silver oaks (Cherapally) P.O. No. : 76506 State Code : TELANGANA - 36 Vehicle No. AP28UH488

S.No.	DESCRIPTION	HSN/SAC	QTY.	RATE	UNIT PRICE	AMOUNT Rs. Ps.
1)	Tan Brown Granite	6802	1500	57	SFt	85,500

Electronic Reference Number :	Total Taxable Value: 85,500
Rupees in words One lakh Eigth Hundred and Ninty rupees only	CGST @ 9 %: 7695
	SGST @ 9 %: 7695
	IGST @ — %: —
	(Subject to Reverse Charges): —
	GRAND TOTAL: 1,00,890/-

BANK DETAILS

Bank Name : ICICI BANK

Account No. : 131805500546

IFSC Code : ICIC0001318 **Branch : Kapra**

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**

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 80527 Date 19/5 Sign.

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. Summit Sales
Cherlapally

No. 488
Date : 04/05/2021
Order No. : 76506
Vehicle No. AP28U4488

S.NO.	PARTICULARS	QTY.	RATE	AMOUNT Rs. Ps.
1)	Tan brown granite	1500		
	1500 sft			
			TOTAL	

INWARD
Inward No: 16327 Dt: 8/5/21
MRN No: 91947 Dt: 10/5/21
Received By: Sign:
SUMMIT SALES LLP

Inward No: 18491 4/5/21
MRN No:
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 71649
Date 14/5
Sign

Goods once sold will not be taken back

Thank you E. & O.E. Signature

Purchase Order

 20-04-2021 15:43:43

76506
16.04.21 1:10:45

From Company :	**Summit Sales LLP** 5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003. G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Rajadhani Tiles Company	**Doc No**	76506	168596
#Plot no. 78, Beside Sri Ram Kanta Weight Bridge, Nagaram, Keesara(M), R.R. Dist.	**Doc Date**	20-04-2021	
	Quote No	Nil	
GSTIN 36AAPPU3108E1ZM	**Quote Date**	22-07-2020	
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	8534 - Stone - granite - Tan Brown - 19mm - Sft *Height 39" & Length 9'6" above*	1,500.00	57.00	0.00	18.00	100,890.00
					Total Order Value . . .	**100,890.00**

Rupees : One Lakh(s) Eight Hundred Ninty 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 & balance 50% after delivery of all materials.
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	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	Included.
Warranty	Nil
Advance Paid	Rs. 50,445/- advance to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for stock maintaine purpose. Loading & Unloading charges included in above price.
Completion Date	Nil
Measurment	Payment willl be made as the measurements noted upon received material
Security	Nil
Remarks	Nil

For ***Summit Sales LLP***

Authorised Signatory

20/04/2021

Name : ____________________

Accepted the above Terms And Conditions

For ***Rajadhani Tiles Company***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	17.04.2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	14.00
Supplier		Req. No.	168596
Material required before date:		ID No.	65519

No	Description	Size	Quantity	Units	Inward No	Date
1	Tan Brown Granite		1500	sft		
2						
-3						
4						
5						
6	76506					
7						
9						
10						
11						
12						
13						
14						

Remarks:FOR STOCK MAINTANENCE PURPOSE

Prepared By	BHAVANI		APPROVED BY
Sign.& Date	17.4.2021	Sign. & Date	19 APR 2021 SOHAM MODI MANAGING DIRECTOR

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