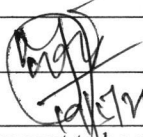


PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 19/5/21		Prepared by: T.D. Muneer	
PO/WO no. 76506		PO / WO Date. 20/4/21	
Supplier Name Rajadhaari Tiles Company		PO/WO amount Rs. 1,00,890/-	
Firm/Company Commit Sales Up		Project CH LLP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	008	9/5/21	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.
1.	088	9/5/21	91947
2.			
3.			
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. 50,000/- ☐ No	
Payment – due date		22/5/21	
Remarks: Please check advance and release the balance payment.			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
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/-



RAJADHANI TILES COMPANY
Plot No. 78, H.No. 4-40/7/2, Nagararam 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	Rs.	AMOUNT Ps.
1)	1 tan brown granite	1500			

1500 Sft

SUMMIT SALES LLP
INWARD No: 16329
MRN No: 91947
Date: 10/5/21
Received by: [Signature]
Sign: [Signature]

SUMMIT SALES LLP
INWARD No: 18491
MRN No: 11512
Date: 11/5/21
Received by: [Signature]
Sign: [Signature]

TOTAL

Goods once sold will not be taken back
Thank you
E. & O.E.
Signature [Signature]



Purchase Order

Page(s) 1 Of 1

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
#Plot no. 78, Beside Sri Ram Kanta Weight Bridge, Nagaram,
Keesara(M), R.R. Dist.

GSTIN 36AAPPU3108E1ZM

9848525411

Doc No 76506 168596**Doc Date** 20-04-2021**Quote No** Nil**Quote Date** 22-07-2020**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 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**Penalty For Delay** Bills must be submitted to H.O. within 30days of completion of work. 10% pty 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 maintain 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** NilFor **Summit Sales LLP**

Authorised Signatory

Name : _____

Name : _____

Date : ____/____/____

Accepted the above Terms And Conditions

For **Rajadhani Tiles Company**

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							
7							
8							
9							
10							
11							
12							
13							
14							
Remarks:FOR STOCK MAINTANENCE PURPOSE							
Prepared By		BHAVANI					
Sign.& Date		17.4.2021		Sign. & Date			

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

