PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 11/2/22 | Prepared by | Hemda | Serial no. | 2734 |
| Supplier name | Rajadhani Tiles Company | | | HO inward no. | |
| Firm/Company | SSUP | Project | SSUP Sn | HO received date | |
| PO/WO date | 27/1/22 | PO/WO No. | 84893 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 122 | 7/2/22 | 2,17,915/- | ☑ Yes □ No |
| 2. | | | - | □ Yes □ No |
| 3. | | | - | □ Yes □ No |
| 4. | | | - | □ Yes □ No |

| | | | |
|---|---|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | | | 2,17,915/- |
| Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | | | |
| MRN nos.: | 103314 | 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: | | | 2,17,915/- |
| Amount E – PO / WO value: | | | 2,12,400/- |
| Amount F – Difference (A – E): | | | 5,515/- |
| 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 | Paid 2,12,400/- 18/4/22 | | |
| Remarks: Bill Recd 11/2/22 | | | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Hemda | | | | |
| Sign: | [signature] | [signature] | | | |
| Date | 11/2/22 | 12 FEB 2022 | | | |
| Approval limit | Upto 20k | Above 20k | Above 100k | Upto 20k | Above 20k |

APPROVED 12 FEB 2022 MANAGER PROCUREMENT

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.

**Invoice No.** 122 **GSTIN : 36AAPPU3108E1ZM** Date : 07/02/2022

| Billed to : | |
|---|---|
| Name : Summit Sales LLP | Party GSTIN : 36ACQFS20HHC1Z7 |
| Address : Cherapally Hyderabad | Mode of Supply (Transportation) |
| | Place of Supply : 8H893 (Cherapally) |
| | P.O. No. : 8H893 |
| State : Telangana Code : 36 | State Code : TELANGANA - 36 — Vehicle No. AP28UH488 |

| S.No. | DESCRIPTION | HSN/SAC | QTY. | RATE | UNIT PRICE | AMOUNT Rs. Ps. |
|---|---|---|---|---|---|---|
| 1) | Steel grey Granite | 6802 | 1033.68 | 65 | SFt | 67,189.2 |
| 2) | Black Granite | 6802 | 1021.61 | 115 | SFt | 1,17,485.15 |

Bill Recd 11/2/22

Way Bill No 1414335827 73

INWARD No: 90887 Date: 11/2/22 Sign:
SUMMIT SALES LLP R.R. DIST.

INWARD
Inward No: 12658 Dt: 5/2/22
MRN No: 103314 Dt: 5/2/22
Received By: Sign:
SUMMIT SALES LLP

Electronic Reference Number :

Rupees in words Two lakh Seventeen Thousand Nine Hundred and fifteen Rupees only

| | |
|---|---|
| Total Taxable Value | 1,84,674 |
| CGST @ 9 % | 16,620.66 |
| SGST @ 9 % | 16,620.66 |
| IGST @ – % | – |
| (Subject to Reverse Charges) | – |
| GRAND TOTAL | 2,17,915 |

**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**

**Receiver's Signature with Seal**

# Purchase Order

84893

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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** | 84893 | 169401 |
| #Plot no. 78, Beside Sri Ram Kanta Weight Bridge, Nagaram, Keesara(M), R.R. Dist. | **Doc Date** | 27-01-2022 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AAPPU3108E1ZM | **Quote Date** | 30-07-2021 | |
| 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 | 8501 - Stone - granite - Black - 19mm - sft<br>*Height 39" & Length 9'6" and above* | 1,000.00 | 115.00 | 0.00 | 18.00 | 135,700.00 |
| 2 | 8507 - Stone - granite - Steel Grey - 19mm - sft<br>*Height 39" & Length 9'6" and above* | 1,000.00 | 65.00 | 0.00 | 18.00 | 76,700.00 |
| | | | | | **Total Order Value . . .** | **212,400.00** |

Rupees : Two Lakh(s) Twelve Thousand Four Hundred Only.

## Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | All items shall be of 18mm thickness slabs. The above rates only for material supply. |
| **Payment Terms** | 100% as advance payment. |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | Within 2days. |
| **Delivery Location** | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>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 in above price. |
| **Warranty** | Nil |
| **Advance Paid** | Rs. 2,12,400/- to be pay vide cheque no. , dt. |
| **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** | '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 ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Rajadhani Tiles Company***

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | SSLLP | Date: | 24.01.2022 |
| Site & Phase : | SSHLP | Time: | 10:00 |
| Supplier | | Req.No. | 169401 |
| Material required before date: | 10.01.2022 | ID No. | 73288 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Tan Brown Granite | 19mm | 5000 | Sft | | |
| 2 | Steel Grey Granite | 19mm | 1000 | Sft | | |
| 3 | Black Granite | 19mm | 1000 | Sft | | |

Remarks: For Stock Replenishing Purpose

| | | | |
|---|---|---|---|
| Prepared By | N.Vanajakshi | Approved by | APPROVED BY |
| Sign.& Date | 24.01..2022 | Sign. & Date | 27 JAN 2022 SOHAM MODI MANAGING DIRECTOR |

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

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