PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	17/10/2020	Prepared by:	C. Neha
PO/WO no.	70666	PO / WO Date.	23/09/2020
Supplier Name	Anisha Associates	PO/WO amount	2,350/-
Firm/Company	Niligiri Estates	Project	Niligiri Estates
Sl. No.	Bill No	Bill Date	Bill amount
1	119	30/09/2020	2,350/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,350/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			83736	☐ 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:	2,350/-
Amount E – PO / WO value:	2,350/-
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. /- ☑ No
Payment – due date	23/10/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	17/10/2020	19/10					

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

ANISHA ASSOCIATES

AUTHORISED DISTRIBUTORS :
DR FIXIT, ROFF, MYK, ZYDEX & CERA CHEM CONSTRUCTION CHEMICALS
Pidilite Building Bonds
No. 3-6-98, Vasavi Towers, Below Cafe Coffee Day,
West Marredpally Main Road, Secunderabad - 500 026.
©: 040-48509804, Mob : 9246589804 E-mail : anishaassociates68@gmail.com
GSTIN : 36ABTPV3594Q1Z8

Buyer To Nilgiri Estates
GST 36AAHFN 0766F1ZA

No. 119 Date : 30/09/2020
Your order No. 70666 Date 23/09/2020
Our D.C. No. ✓ Date :
Documents Sent through

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1	Dr. Fixit Silicone Sealant.	280ml	10	156.78	1567	80
2	Applicator gun	2	2	211.86	423	72
					|	
		Total Taxable			1991	52
		CGST @			179	24
		SGTS @			179	24
		IGST @			|	
		TOTAL			2350	00

INWARD
Inward No: 2114 Dt: 7/10/20
MRN No: 83936 Dt: 8/10/20
Received By: Ashish Sign.
Nilgiri Estates

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 7.0020
Date 13/10
Sign.

Rupees Two thousand three hundred & fifty only

Goods once sold will not be taken back or exchanged
Subject to Hyderabad Jurisdiction.

For Anisha Associates

Purchase Order

 23-09-2020 2:06:13 PM

Original / 70666

21.09.20 12:56:23

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Anisha Associates No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad. **GSTIN** 36ABTPV3594Q1Z8 NA 66209804 9246589804	**Doc No**	70666	72986
	Doc Date	23-09-2020	
	Quote No	Nil	
	Quote Date	14-09-2020	
	SupplyType	Supply	

Kind Attn : Mr. Kishan Raj

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3130 - Chemicals - Silicon Gel Tube - NA - pkts	10.00	185.00	0.00	0.00	1,850.00
2	6142 - Miscellaneous - Silicon Gun - NA - nos	2.00	250.00	0.00	0.00	500.00
				Total Order Value . . .		**2,350.00**

Rupees : Two Thousand Three Hundred Fifty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Dr. Fixit' brand.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next day.
Delivery Location	Nilgiri Homes Phase - II Sy.No.143/133/134/135/136, Rampally Village. Phone. Mallesham 9553797190
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Seapage villas rectification purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Nilgiri Estates***

Authorised Signatory

23/09/2020

Name : __________

Accepted the above Terms And Conditions

For ***Anisha Associates***

Name : __________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	22.09.2020
Site & Phase :	NILGIRI ESTATE	Time:	10:26
Supplier		Req. No.	72986
Material required before date:		ID No.	60092

No	Description	Size	Quantity	Units	Inward No	Date
1	Dr.Fix it Silicon Gel (No 77	STD	10	Nos		
2	Silicon Gun	STD	02	Nos		
3	70666					
4						
5						
6						
7						
8						
9						
10						

Remarks: - For Site use purpose

Prepared By	Vijay Raj	Approved by	APPROVED BY
Sign.& Date	22.09.2020	Sign. & Date	4 SEP 2020 SOHAM MODI MANAGING DIRECTOR

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

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

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						

Remarks:

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

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