PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/11/20	Prepared by:	NEHA.C[illegible]
PO/WO no.	72128	PO / WO Date.	13/11/20
Supplier Name	Anisha Associates	PO/WO amount	10584
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	160	16/11/20	10584
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10584

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			85279	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits : Transportation charges	708
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	11293
Amount E – PO / WO value:	10584
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	27/11/20

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	21/11/20	27/11					

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

To 09UA
2217
13

Pidilite
Building Bonds

AUTHORISED DISTRIBUTORS :
DR FIXIT, ROFF, MYK, ZYDEX & CERA CHEM CONSTRUCTION CHEMICALS

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 M/s Summit Sales llp
M.G Road. Sec-Bad
GST No: 36ACBFS
2044 C1Z7

No. 160 Date : 16/11/2020
Your order No. 72128 Date 13/11/2020
Our D.C. No. ______ Date : ______
Documents Sent through ______

18/11/20

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1)	Roff S.T.A	20kg	15	598.00	8970	00
	Transportation charges				600	00
				Total Taxable	9570	00
				CGST @ 9%	861	30
				SGTS @ 9%	861	30
				IGST @	/	
				TOTAL	11,293	00

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 72128
Date. 19/11/20
Sign.

71327
72127

Certified by:

Stores Manager

INWARD
Inward No: 15259 Dt: 16/11/20
MRN No: 85279 Dt: 17/11/20
Received By: Sign:
SUMMIT SALES LLP

Rupees Eleven Thousand Two Hundred and Ninety Three Rupees Only

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

P. Sadashiva
For Anisha Associates

Purchase Order

 13-11-2020 2:05:10 PM

72128
06.11.20 4:56:38

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

Supplier Details				
Anisha Associates		**Doc No**	72128	168126
No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad.		**Doc Date**	13-11-2020	
		Quote No	Nil	
GSTIN 36ABTPV3594Q1Z8	NA	**Quote Date**	13-11-2020	
66209804	9246589804	**SupplyType**	Supply	

Kind Attn : Mr. Kishan Raj

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3165 - Chemicals - ROff Stone Tile Adhesive - 25 - Kgs	15.00	598.00	0.00	18.00	10,584.60
					Total Order Value . . .	**10,584.60**

Rupees : Ten Thousand Five Hundred Eighty Four and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	On complete delivery of all maerials only.
Tax	Inclusive of all GST taxes
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock maintain purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Summit Sales LLP***

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For ***Anisha Associates***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	SSLLP		Date:	10.11.2020
Site & Phase :	SHLLP		Time:	17.00
Supplier			Req. No.	168126
Material required before date:			ID No.	61444

No	Description	Size	Quantity	Units	Inward No	Date
1	TILE ADHESIVE-ROFF BRAND		15	NOS		
2						
3	72128					
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						

Remarks: For stock maintenance and site use

Prepared By	SOWMYA	Approved by	APPROVED BY
Sign.& Date	10..11.2020	Sign. & Date	11 NOV 2020 SOHAM MODI MANAGING DIRECTOR

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