PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	31/12/2020	Prepared by:	NEHA .C
PO/WO no.	72686	PO / WO Date.	03/12/2020
Supplier Name	Anisha Associates	PO/WO amount	3,186/-
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	195	21/12/2020	3,186/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,186/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			86581	□ 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:	3,186/-
Amount E – PO / WO value:	3,186/-
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	01/01/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	31/12/20	31/12					

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

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 GSTNO. 36ACDFS 2044C1Z7	No. 195 Date : 21/12/2020 Your order No. 72686 Date 03/12/2020 Our D.C. No. ______ Date : ______ Documents Sent through ______

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1)	RBR Bonding Agent	5 ltr	02	1350.00	2700	00
				Total Taxable	2700	00
				CGST @ 9%	243	00
				SGTS @ 9%	243	00
				IGST @	/	
				TOTAL	3186	00

MODI PROPERTIES PVT. LTD. INWARD No: 12688 Date: 28/12 Sign: Neha

INWARD
Inward No: 15475 Dt: 21/12/20
GRN No: 86581 Dt: 22/12/20
Received By: Sign:
SUMMIT SALES LLP

Rupees Three Thousand One Hundred and Eighty six Rupees only

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

P. Sadashiva
For Anisha Associates

Purchase Order

 03-12-2020 3:02:33 PM

72686
25.11.20 1:28:07

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 No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad. **GSTIN** 36ABTPV3594Q1Z8 NA 66209804 9246589804	**Doc No**	72686	168182
	Doc Date	03-12-2020	
	Quote No	Nil	
	Quote Date	18-12-2018	
	SupplyType	Supply	

Kind Attn : Mr. Kishan Raj

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3128 - Chemicals - RBR bonding agent - NA - ltrs *Code.W01 5ltrs can*	2.00	1,350.00	0.00	18.00	3,186.00
					Total Order Value . . .	**3,186.00**

Rupees : Three Thousand One Hundred Eighty Six 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 : __/__/____