PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	10.3.21	Prepared by:	T Bhasker
PO/WO no.	75334	PO / WO Date.	2/3/21
Supplier Name	Anisha Associates	PO/WO amount	21653
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	274	6/3/21	21653
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			21653

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			89817	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
Amount B –Other Credits :Transportation charges				944
Amount C –Other Debits :				–
Amount D (D=A+B-C) – Amount to be credited to the supplier:				22597
Amount E – PO / WO value:				21653
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	12/3/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 10 MAR 2021 MINISH PARIKH				
Date	10.3.21						

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/-

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 M/s Summit Sales llp
M.G Road Secunderabad
GSTNO: 36ACOFS 2044 C1Z7

No. 274 Date : 06/03/2021

Your order No. 75334 Date

Our D.C. No. Date :

Documents Sent through

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1)	RBR Bonding Agent	3ltr	06	825.00	4950	00
2)	Roff S.T.A	20kg	20	670.00	13400	00
	Transportation charges				800	00
				Total Taxable	19,150	00
				CGST @ 9%	1723	50
				SGTS @ 9%	1723	50
				IGST @	/	
				TOTAL	22,597	00

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No: 15224 Date: 9/3 Sign:

INWARD
Inward No: 15985 Dt: 6/3/21
MRN No: 89812 Dt: 8/3/21
Received By: Sign:
SUMMIT SALES LLP

Rupees Twenty Two Thousand five Hundred and Ninety seven Rupees Only

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

P. Sadashiva
For Anisha Associates

Purchase Order

 02-03-2021 3:37:46 PM

75334
04.03.21 12:23:55

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**	75334	168460
	Doc Date	02-03-2021	
	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 3ltrs can*	6.00	825.00	0.00	18.00	5,841.00
2	3165 - Chemicals - R0ff Stone Tile Adhesive - 25 - Kgs *20 KGS BAG*	20.00	670.00	0.00	18.00	15,812.00
					Total Order Value . . .	**21,653.00**

Rupees : Twenty One Thousand Six Hundred Fifty Three Only.

Terms and Conditions :-

Specification /	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
Penality For Delay	Nil
Transportation	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:	Summit sales llp	Date:	02.03..2021
Site & Phase :	Summit housing llp	Time:	12.00
Supplier		Req. No.	168460
Material required before date:		ID No.	64405

No	Description	Size	Quantity	Units	Inward No	Date
1	Hold fast 75335		100	kgs		
2	Roff R.B.R bonding agent	3 ltrs	06	nos		
3	Tile adhesive - roff brand 75334	20 kgs	20	bags		

Remarks: Stock maintenance and site use

Prepared By	NEHA		
Sign.& Date	02.03.2021	Sign. & Date	

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

APPROVED
02 MAR 21
P. PRABHAKAR
Sr. MANAGER PURCHASE