E

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21.4.21	Prepared by:	T Bhasker
PO/WO no.	76249	PO / WO Date.	8/4/21
Supplier Name	Anisha Associates	PO/WO amount	19462
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	007	15/4/21	19462
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			19462

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.				□ 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:	20166
Amount E – PO / WO value:	19462
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 b~~elow)
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	23/4/21
Remarks:	Incentive - 20/2

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	21.4.21	22/4					

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, 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	No. 007 Date : 15/04/2021
M.G Road. Sec-Road	Your order No. 76249 Date 8/4/2021
GSTNo: 36ACDFS	Our D.C. No. ______ Date : ______
2044C1Z7	Documents Sent through ______

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1)	Roff S.T.A	20kg	20	670.00	13400	00
2)	Cera Anchor set	1kg	10	309.00	3090	00
	Transportation charges				600	00
			Total Taxable		17090	00
			CGST @	9%	1538	00
			SGTS @	9%	1538	00
			IGST @		/	
			TOTAL		20,166	00

INWARD
Inward No: 16204 Dt: 15/4/21
MRN No: 91253 Dt: 17/4/21
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

PROPERTIES PVT. LTD. INWARD No. 76230 Date 20/4 Sign. SEC'BAD

Rupees Twenty Thousand One Hundred and sixty six Rupees only

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

P. Sadasiva
For Anisha Associates

Purchase Order

 08-04-2021 1:43:56 PM

76249
30.03.21 4:59:15

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**	76249	168573
No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad.	**Doc Date**	08-04-2021	
	Quote No	Nil	
GSTIN 36ABTPV3594Q1Z8 NA	**Quote Date**	08-04-2021	
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	20.00	670.00	0.00	18.00	15,812.00
2	3101 - Chemicals - Adhesive set - NA - kgs *Cera Anchor Set*	10.00	365.00	0.00	0.00	3,650.00
					Total Order Value . . .	**19,462.00**

Rupees : Ninteen Thousand Four Hundred Sixty Two 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		
Site & Phase :	SUMMIT HOUSING LLP	Date:	06.04.2021
Supplier		Time:	13:23
Material required before date:		Req. No.	168573
		ID No.	65282

No	Description	Size	Quantity	Units	Inward No	Date
1	Hold Fast 76250		100	Kg's		
2	PVC gampa		60	No's		
3	Tile Adhesive(Roff bond) 76249	20Kg	20	Bags		
4	Anchor set chemical		10	No's		
5	Tile grout	white	50	No's		
6	Tile grout 76248	silk	50	No's		

Remarks:FOR STOCK MAINTENANCE PURPOSE

Prepared By	NEHA		
Sign.& Date	06.04.2021	Sign. & Date	06 APR 2021

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