✓

# PURCHASE DIVISION
## Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 2/6/21 | Prepared by: | HEMENDRA |
| PO/WO no. | 77216 | PO / WO Date. | 21/5/21 |
| Supplier Name | Anisha associates | PO/WO amount | 19,765/- |
| Firm/Company | SSCCP | Project | SHLLP |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 045 | 28/5/21 | 20,709/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 20,709/- |

| Sl. No. | DC .No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 025 | 27/5/21 | 92333 | ☑ Yes ☐ No |
| 2. | 026 | 28/5/21 | 92334 | ☑ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount B – Other Credits : Transportation charges + GST | 944/- |
| Amount C – Other Debits : | |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 20,709/- |
| Amount E – PO / WO value: | 19,765/- |
| Amount F – Difference (A – E): GST-18% | 944/- |

| | |
|---|---|
| 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 | |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | MD | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | | | APPROVED 03 JUN 2021 MANAGER PROCUREMENT | | | | |
| Date | | | | | | | |

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/-

## DELIVERY CHALLAN

# ANISHA ASSOCIATES

Pidilite Building Bonds

**AUTHORISED DISTRIBUTORS : DR FIXIT, ROFF, FOSROC, MYK & 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

No. 026 Date 28/05/2024

To M/s Summit Sales LLP

PO no: 77216 & dt 21/05/2024

| S.No. | DESCRIPTION | Packing | Quantity |
|---|---|---|---|
| 1) | Roff S.T.A | 20kg | 10 nos |

INWARD
Inward No: 1640 Dt: 28/5/24
MRN No: 92334 Dt: 28/5/24
Received By: Sign:
SUMMIT SALES LLP

Certified by:

Stores Manager

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No. 71269 Date 2/6 Sign.

10 nos

**GSTIN : 36ABTPV3594Q1Z8**

For ANISHA ASSOCIATES

Customer Signature

P. Sadashiva

**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
M.G Road Sec-Bad
GSTNO: 36ACOFS
2044 C1Z7

No. 045 Date : 28/05/2021
Your order No. 77216 Date 21-05-2021
Our D.C. No. 025 & 026 Date : 27/5/2021 28/5/2021
Documents Sent through

| S.No. | DESCRIPTION | Packing | Qty. | Unit Price | AMOUNT Rs. | Ps. |
|---|---|---|---|---|---|---|
| 1) | Roff S.T.A | 20kg | 25 | 670.00 | 16750 | 00 |
| | Transportation Charges | | | | 800 | 00 |
| | | | Total Taxable | | 17550 | 00 |
| | | | CGST @ 9% | | 1579 | 50 |
| | | | SGTS @ 9% | | 1579 | 50 |
| | | | IGST @ | | / | |
| | | | TOTAL | | 20,709 | 00 |

INWARD
Inward No: 16401 Dt: 28/5/21
MRN No:
Received By:
SUMMIT SALES LLP

Certified by:
Stores Manager

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 60782
Date 2-6
Sign.

Rupees Twenty Thousand Seven Hundred and Nine Rupees only

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

P. Sadashiva
**For Anisha Associates**

# Purchase Order

Original 77216

06.05.21 4:35:39

 31-05-2021 9:37:53 AM

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<br>No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad.<br>**GSTIN** 36ABTPV3594Q1Z8 NA<br>66209804 9246589804 | **Doc No** | 77216 | 168692 |
| | **Doc Date** | 21-05-2021 | |
| | **Quote No** | Nil | |
| | **Quote Date** | 21-05-2021 | |
| | **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 | 25.00 | 670.00 | 0.00 | 18.00 | 19,765.00 |
| | | | | | **Total Order Value . . .** | **19,765.00** |

Rupees : Ninteen Thousand Seven Hundred Sixty Five 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<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>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: | 18.05.2021 |
| Site & Phase : | SUMMIT HOUSING LLP | Time: | 12:00 |
| Supplier | | Req. No. | 168692 |
| Material required before date: | | ID No. | |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Tile Adhesive(Roff Brand) | 20kg | 25 | Bags | | |
| | | | | | | |

Remarks:For Stock Maintenance Purpose

| | | | |
|---|---|---|---|
| Prepared By | BHAVANI | | |
| Sign.& Date | 18.05.2021 | Sign. & Date | |

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

APPROVED
1 MAY 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE