PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/9/21	Prepared by:	Honda
PO/WO no.	8070	PO / WO Date.	17/9/21
Supplier Name	Anishka Associates	PO/WO amount	35,333/-
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	134	18/9/21	36,277/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			35,333/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	134	—	96596	☑ ~~Yes~~ ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B – Other Credits : Transportation charges 800/- + 18%	944/-
Amount C – Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	36,277/-
Amount E – PO / WO value:	35,333/-
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	25/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

APPROVED
20 SEP 2021
MINISH PARIKH
MANAGER PROCUREMENT

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
Cherlapally Secbad.
GST: 36 ACQFS 2044 C1Z7

No. 134 Date : 18/9/21
Your order No. 80760 Date 17/9/21
Our D.C. No. ______ Date : ______
Documents Sent through ______

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1	Ancher set HSN 39079990	1kg	10	309.32	3093	00
2	RBR Bonding agent HSN 40021100	5ltrs	5	1350.00	6750	00
3	Roff S.T.A. (Vitrofix) HSN: 38245090	20kg	30	670.00	20100	00
	Transport				800	00
				Total Taxable	30743	00
				CGST @ 9%	2767	00
				SGTS @ 9%	2767	00
				IGST @	1	
				TOTAL	36277	00

INWARD
Inward No: 16986 Dt: 18/9/21
MRN No: 96596 Dt: 18/9/21
Received By: Sign:
SUMMIT SALES LLP

Rupees Thirty six thousand two hundred & seventy seven only

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

SUMMIT SALES LLP R.R. DIST.
INWARD No: 84631 Date: 20/9 Sign:

For Anisha Associates

1510 UB 0282

Purchase Order

80760
14.09.21 11:35:46

 17-09-2021 15:21:52

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**	80760	169017
No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad.	**Doc Date**	17-09-2021	
	Quote No	NIL	
GSTIN 36ABTPV3594Q1Z8 NA	**Quote Date**	26-08-2021	
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	3101 - Chemicals - Adhesive set - NA - kgs *CERA*	10.00	309.32	0.00	18.00	3,649.98
2	3127 - Chemicals - RBR bonding agent - 5ltrs - nos *5ltrs*	5.00	1,350.00	0.00	18.00	7,965.00
3	3165 - Chemicals - ROff Stone Tile Adhesive - 25 - Kgs *20kg*	30.00	670.00	0.00	18.00	23,718.00
	Total Order Value . . .					**35,332.98**

Rupees : Thirty Five Thousand Three Hundred Thirty Two and Paise Ninty Eight 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 Footings purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For *Summit Sales LLP*
Authorised Signatory

Name : 17/09/2021

Accepted the above Terms And Conditions
For *Anisha Associates*

Name : ______________

Date : __/__/____

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Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	16-09-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169017
Material required before date:		ID No.	69433

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Adhesive Set-Cera Brand		10	kgs		
2	Bonding Agent RBR Brand 80760	5ltrs	5	ltrs		
3	Tile AdhesiveRoff Brand	20kgs	30	bags		
4	Tile Grout-Silk 80758		70	kgs		
5	Tile Grout-White		70	kgs		

Remarks:For Stock Replenishing Purpose

Prepared By	Bhavani		APPROVED BY
Sign.& Date	16-09-2021	Sign. & Date	16 SEP 2021 SOHAM MODI MANAGING DIRECTOR

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