PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/10/21	Prepared by:	[illegible]
PO/WO no.	81673	PO / WO Date.	13/10/21
Supplier Name	Anisha Associates	PO/WO amount	31,683/-
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	167	18/10/21	32,627/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			31,683/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	—	—	97938	☐ 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:	32,627/-
Amount E – PO / WO value:	31,683/-
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	2/11/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		APPROVED 25 OCT 2021 MANISH PARIKH 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/-.

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: 36 ACDFS
2044 C1Z7

No. 167 Date : 18/10/2021
Your order No. 81673 Date 13/10/2021
Our D.C. No. ______ Date : ______
Documents Sent through ~~A~~ APSTA 0500

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1)	RBR Bonding Agent	5LT	5	1350.00	6750	00
2)	Roff S.T.A	20kg	30	670.00	20,100	00
	Transportation Charges				800	00
				Total Taxable	27650	00
				CGST @ 9%	2488	50
				SGTS @ 9%	2488	50
				IGST @	/	
				TOTAL	32627	00

INWARD
Inward No: 12117 Dt: 18-10-21
MRN No: 97938 Dt: 18/10/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP IN WARD No: 35824 Date: 22.10.21 Sign:

Rupees Thirty Two Thousand Six Hundred and Twenty Seven Rupees Only

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

P. Sadashiva
For Anisha Associates

13-10-2021 1:17:25 PM

Purchase Order

81673
18.10.21 2:04:47

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 36ABTFV3594Q1Z8

66209804 NA

9246589804

Doc No	81673	169099
Doc Date	13-10-2021	
Quote No	NIL	
Quote Date	11-10-2021	
SupplyType	Supply	

Kind Attn : Mr. Kishan Raj

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3127 - Chemicals - RBR bonding agent - 5ltrs - nos *5ltrs*	5.00	1,350.00	0.00	18.00	7,965.00
2	3165 - Chemicals - ROff Stone Tile Adhesive - 25 - Kgs *20kg*	30.00	670.00	0.00	18.00	23,718.00

Rupees : Thirty One Thousand Six Hundred Eighty Three Only.

Total Order Value . . . **31,683.00**

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 replinishing 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:	11-10-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169099
Material required before date:		ID No.	70288

S. No	Description	Size	Quantity	Units	Inward No	Date
1	Pad Lock ~~81675~~	50mm	30	Nos		
2	Roff stone tile adhesive 81673.	20kgs	30	Bags		
3	RBR Bonding Agent	5ltrs	05	Nos		

Remarks:For Stock Replenishing Purpose			
Prepared By	Bhavani		APPROVED BY
Sign.& Date	11-10-2021	Sign. & Date	

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

APPROVED BY
11 OCT 2021
SOHAM MODI
MANAGING DIRECTOR