PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	23/12/21	Prepared by:	Heda
PO/WO no.	83710	PO / WO Date.	18/12/21
Supplier Name	Anishka Associates	PO/WO amount	30,574/-
Firm/Company	SSL4	Project	SHUP
Sl. No.	Bill No.	Bill Date	Bill amount
1	242	21/12/21	31,518/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			30,574/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	199	21/12/21	1010 11	☑ 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:	31,518/-
Amount E – PO / WO value:	30,574/-
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	30/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 23 DEC 2021 MINISH 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
GST NO: 36ACBFS
2044 C1Z7

No. 242 Date : 21/12/2021
Your order No. 83710 Date 18/12/2021
Our D.C. No. 199 Date : 21/12/2021
Documents Sent through

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1)	Roff S.T.A (Vitrofix) HSN code: 38245090	20kg	20	670.00	13400	00
2)	RBR Bonding Agent HSN code: 40021100	5ltr	05	1350.00	6750	00
3)	Tile grout silk HSN code: 38245090	1kg	60	48.00	2880	00
4)	Tile grout white HSN code: 38245090	1kg	60	48.00	2880	00
	Transportation				800	00
			Total Taxable		26710	00
			CGST @	9%	2403	90
			SGTS @	9%	2403	90
			IGST @		/	
			TOTAL		31,518	00

SUMMIT SALES LLP R.R. DIST
IN WARD No. 88819
Date: 23/12
Sign:

INWARD
Inward No: 17408 Dt: 21/12/21
MRN No: 101011 Dt: 22/12/21
Received By: Sign:
SUMMIT SALES LLP

Rupees Thirty one Thousand five Hundred and Eighteen Rupees only

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

P. Sadashiva
For Anisha Associates

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. 199 Date : 21/12/2021

To M/s Summit Sales llp
Po no: 83710 & dt: 18/12/2021

S.No.	DESCRIPTION	Packing	Quantity
1)	Roff S.T.A	20 kg	20 nos
2)	RBR Bonding Agent	5 ltr	05 nos
3)	New Ivory	1 kg	60 nos
4)	~~[illegible]~~ Snow White	1 kg	60 nos
	INWARD Inward No: 17408 Dt: 21/12/21 GRN No: 10/011 Dt: 22/12/21 Received By: Sign: SUMMIT SALES LLP		
	GSTIN : 36ABTPV3594Q1Z8		145 nos

SUMMIT SALES LLP R.R. DIST. IN WARD No: 76393 Date: 23/12 Sign:

Customer Signature

For ANISHA ASSOCIATES

P. Sadashiva

Purchase Order

 18-12-2021 11:33:10

83710
15.12.21 11:28:55

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	**Doc No**	83710	169258
No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad.	**Doc Date**	18-12-2021	
	Quote No	Nil	
GSTIN 36ABTPV3594Q1Z8 NA	**Quote Date**	18-12-2021	
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 *20kg*	20.00	670.00	0.00	18.00	15,812.00
2	3127 - Chemicals - RBR bonding agent - 5ltrs - nos	5.00	1,350.00	0.00	18.00	7,965.00
3	3134 - Chemicals - Tile Grout - 1kg - pkts *Silk*	60.00	48.00	0.00	18.00	3,398.40
4	3134 - Chemicals - Tile Grout - 1kg - pkts *White*	60.00	48.00	0.00	18.00	3,398.40
					Total Order Value . . .	**30,573.80**

Rupees : Thirty Thousand Five Hundred Seventy Three and Paise Eighty 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 Replenshing purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name : ______________

Name : ______________

Accepted the above Terms And Conditions

For ***Anisha Associates***

Date : __/__/____

1571

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	10-12-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169258
Material required before date:		ID No.	72178

S.No	Description	Size	Quantity	Units	Inward No	Date
1	Bonding Agent-RBR-Roff Brand	5ltrs	5	Ltrs		
2	Tile Adhesive Roff Brand 83710	20kgs	20	Bags		
3	Tile Grout-Silk	1kg	60	Kgs		
4	Tile Grout-White	1kg	60	Kgs		
5	Araldite 83711	1kg	30	Kgs		

Remarks: For Stock Replenishing purpose

Prepared By	Bhavani		
Sign.& Date	10-12-2021	Sign. & Date	

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

APPROVED
18 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE