PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	21/1/22	Prepared by	Heda	Serial no.	1711
Supplier name	Anisha Associates			HO inward no.	–
Firm/Company	SSLLP	Project	SHLLP	HO received date	–
PO/WO date	12/1/22	PO/WO No.	84434	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	282	19/1/22	51,416/-	☑ Yes □ No
2.			–	□ Yes □ No
3.			–	□ Yes □ No
4.			–	□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	50,708/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 102252 + 102437	Proof of delivery matches MRN ☑ Yes □ No
Amount B – Other Credits : Transportation charges 600/- + 18%	708/-
Amount C – Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	51,416/-
Amount E – PO / WO value:	50,708/-
Amount F – Difference (A – E):	708/-
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	28/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Heda				
Sign:		22 JAN 2022			
Date	21/1/22	MINISH PARIKH MANAGER PROCUREMENT			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

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
Summit Housing llp. Cherlapally
GST No: 36ACAFS
2044 C1Z7

No. 282 Date : 19/01/2022
Your order No. 84434 Date 11/01/2022
Our D.C. No. 234, 243 Date : 13/01/2022, 19/01/2022
Documents Sent through

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1)	Roff S.T.A (Vitrofix) HSN code: 38245090	20kg	40	670.00	26800	00
2)	RBR Bonding Agent HSN Code: 40021100	5ltr.	04	1350.00	5400	00
3)	Tile grout silk (Ivory) HSN Code: 38245090	1kg	80	48.00	3840	00
4)	Tile grout white (1kg) HSN Code: 38245090	1kg	80	48.00	3840	00
5)	Cera Anchore set HSN Code: 39079990	1kg	10	309.32	3093	20
	Transportation				600	00
			Total Taxable		43,573	20
			CGST @ 9%		3921	58
			SGTS @ 9%		3921	58
			IGST @		/	
			TOTAL		51,416	00

SUMMIT SALES LLP R.R. DIST. IN WARD No: 8930 Date: 21/01 Sign:

INWARD
Inward No: 17550 Dt: 19/01/22
MRN No: 102437 Dt: 19/1/22
Received By: Sign:
SUMMIT SALES LLP

Rupees Fifty One Thousand four Hundred and sixteen 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. 234 Date : 13/01/2022

To M/s Summit Sales llp

PO No: 84434 & dt: 11/01/2022

S.No.	DESCRIPTION	Packing	Quantity
1)	Roff S.T.A	20kg	40 nos
2)	RBR Bonding Agent	5ltr	04 nos
3)	Cera Anchore set	1kg	10 nos
			54 nos

INWARD
Inward No: 17530 Dt: 13/01/22
MRN No: 102252 Dt: 14/1/22
Received By: Sign:
SUMMIT SALES LLP

GSTIN : 36ABTPV3594Q1Z8

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 77114
Date: 21/01
Sign:

Customer Signature

For ANISHA ASSOCIATES

P. Sadashiva

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. 243 Date : 19/01/2022

To M/s Summit Sales LLP
Po no: 84434 & dt: 11/01/2022

S.No.	DESCRIPTION	Packing	Quantity
1)	New Ivory (Silk)	1kg	80 nos
2)	lilly white (white)	1kg	80 nos
	INWARD Inward No: 17550 Dt: 19/01/22 MRN No: 102437 Dt: 19/1/22 Received By: Sign: Sy SUMMIT SALES LLP		
	GSTIN : 36ABTPV3594Q1Z8		160 nos

SUMMIT SALES LLP R.R. DIST. INWARD No: 22115 Date: 21/01 Sign:

For ANISHA ASSOCIATES

Customer Signature

P. Sadashiva

Purchase Order

 14-01-2022 11:47:10

84434
08.01.22 11:42:54

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.	**Doc No**	84434	169326
	Doc Date	12-01-2022	
	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*	40.00	670.00	0.00	18.00	31,624.00
2	3127 - Chemicals - RBR bonding agent - 5ltrs - nos	4.00	1,350.00	0.00	18.00	6,372.00
3	3134 - Chemicals - Tile Grout - 1kg - pkts *Silk*	80.00	48.00	0.00	18.00	4,531.20
4	3134 - Chemicals - Tile Grout - 1kg - pkts *White*	80.00	48.00	0.00	18.00	4,531.20
5	3101 - Chemicals - Adhesive set - NA - kgs *1kg*	10.00	309.32	0.00	18.00	3,649.98
					Total Order Value . . .	**50,708.38**

Rupees : Fifty Thousand Seven Hundred Eight and Paise Thirty 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 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 : ______________

Accepted the above Terms And Conditions

For ***Anisha Associates***

Name : ______________

Date : __/__/____

Purchase Order

Page(s) 1 Of 1 11-01-2022 14:49:55 Original / Office Copy / Purchase Div.Copy

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**	84434	169326
No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad.	**Doc Date**	11-01-2022	
	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*	40.00	670.00	0.00	18.00	31,624.00
2	3127 - Chemicals - RBR bonding agent - 5ltrs - nos	4.00	1,350.00	0.00	18.00	6,372.00
3	3134 - Chemicals - Tile Grout - 1kg - pkts *Silk*	80.00	48.00	0.00	18.00	4,531.20
4	3134 - Chemicals - Tile Grout - 1kg - pkts *White*	80.00	48.00	0.00	18.00	4,531.20
5	3101 - Chemicals - Adhesive set - NA - kgs *1kg*	10.00	309.32	0.00	18.00	3,649.98
					Total Order Value . . .	**50,708.38**

Rupees : Fifty Thousand Seven Hundred Eight and Paise Thirty 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 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 MDs APPROVAL
☐ Value/quantity beyond limits.
☑ Po/Req. processed-post approval.
☐ Approval for technical details/clarification.
☐ Replenishing SSLLP stock
☐ Other

APPROVED BY
12 JAN 2022
SOHAM MODI
MANAGING DIRECTOR

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:	30-12-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11:00PM
Supplier		Req. No.	169326
Material required before date:		ID No.	72842

S.No	Description	Size	Quantity	Units	Inward No	Date
1	Adhesive set	1kg	10	Kgs		
2	Bonding Agent RBR Roff brand	5ltrs	4	Ltrs		
3	Tile Adhesive roff brand 84434	20kgs	40	Bags		
4	Tile Grout Silk	1kg	80	Kgs		
5	Tile Grout white	1kg	80	Kgs		

Remarks: For Stock Replenishing Purpose			
Prepared By	Vanajakshi		
Sign.& Date	30-12-2021	Sign. & Date	APPROVED BY 07 JAN 2022 SOHAM MODI MANAGING DIRECTOR

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