E

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	17/02/22	Prepared by	Ramya	Serial no.	2048
Supplier name	Anisha Associates.			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	14/2/22	PO/WO No.	85468	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	317	16/2/22	48,520/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No
Amount A – Bills total (Excluding Transport & Hamali Charges):				48520/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report				
MRN nos.:	103801		Proof of delivery matches MRN	□ Yes □ No
Amount B –Other Credits : Transportation charges				800
Amount C –Other Debits :				—
Amount D (D=A+B-C) – Amount to be credited to the supplier:				48.520/-
Amount E – PO / WO value:				47,577.60
Amount F – Difference (A – E):				942.4
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	22/02/22			
Remarks:	eeloazdee final Bill			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:		17 FEB 2022			
Date	17/2/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

MINISH PARIKH MANAGER

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, Below Cafe Coffee Day,
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, Kingston P.G College
GSTNO: 36ACOFS2044C1Z7

No. 317 Date : 16/02/2022
Your order No. 85468 Date 14/02/2022
Our D.C. No. 284 Date : 16/02/2022
Documents Sent through

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1)	RBR Bonding Agent HSN code: 40021100	5 Ltr	10	1350.00	13500	00
2)	Roff S.T.A (Vitrofix) HSN code: 38245090	20 Kg	30	670.00	20100	00
3)	Silk (New Ivory) HSN code: 38245090	1 Kg	60	48.00	2880	00
4)	White (lilly white) HSN code: 38245090	1 Kg	60	48.00	2880	00
5)	MYK Almond HSN code: 38245090	1 Kg	20	48.00	960	00
	Transportation				800	00
			Total Taxable		41120	00
			CGST @	9%	3700	80
			SGTS @	9%	3700	80
			IGST @		/	
			TOTAL		48,520	00

Rupees Forty Eight Thousand five Hundred and Twenty Rupees Only

INWARD
Inward No: 17716 Dt: 16/2/22
MRN No: 103801 Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 91188 Date: 17/2 Sign:

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

P. Sadashiva
For Anisha Associates

Purchase Order

 14-02-2022 13:46:46

85468
31.01.22 4:53:35

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**	85468	169464
No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad.	**Doc Date**	14-02-2022	
	Quote No	Nil	
GSTIN 36ABTPV3594Q1Z8 NA	**Quote Date**	14-02-2022	
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	3127 - Chemicals - RBR bonding agent - 5ltrs - nos	10.00	1,350.00	0.00	18.00	15,930.00
2	3165 - Chemicals - ROff Stone Tile Adhesive - 25 - Kgs	30.00	670.00	0.00	18.00	23,718.00
3	3134 - Chemicals - Tile Grout - 1kg - pkts *Silk-60 White-60*	120.00	48.00	0.00	18.00	6,796.80
4	3134 - Chemicals - Tile Grout - 1kg - pkts *Amlond*	20.00	48.00	0.00	18.00	1,132.80
	Total Order Value . . .					**47,577.60**

Rupees : Fourty Seven Thousand Five Hundred Seventy Seven and Paise Sixty 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 : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	10.02.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169464
Material required before date:	10.01.2022	ID No.	73775

No	Description	Size	Quantity	Units	Inward No	Date
1	Bonding agent	5ltrs	10	Ltrs		
2	Tiles adhesive-Roff brand	20kgs	30	Bags		
3	Tile grout-silk	1kg	60	Kgs		
4	Tile grout-white 85468	1kg	60	Kgs		
5	Tile grout-Almound		20	Nos		

Remarks: For Stock Repleneshing purpose

Prepared By	N.Vanajakshi	Approved by	APPROVED BY
Sign.& Date	10.02..2022	Sign. & Date	12 FEB 2022 SOHAM MODI MANAGING DIRECTOR

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