PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 1/3/22 | Prepared by | Manoj | Serial no. | 2549 |
| Supplier name | Anisha Associates | | | HO inward no | |
| Firm/Company | RPPL | Project | Mayflower plaza | HO received date | |
| PO/WO date | 28/2/22 | PO/WO No. | 85967 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 340 | 28/2/22 | 48,616/- | □ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 47554/- |
| Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |
| MRN nos.: | Proof of delivery matches MRN ☑ Yes □ No |
| Amount B –Other Credits : Transportation charges (900+18%.) | 1062/- |
| Amount C –Other Debits : | – |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 48,616/- |
| Amount E – PO / WO value: | 47554/- |
| Amount F – Difference (A – E): | – |
| 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 | 7/3/22 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Manoj | | | | |
| Sign: | Manoj | | | | |
| Date | 1/3/22 | | | | |
| Approval limit | Upto 20k | Above 20k | Above 100k | Upto 20k | Above 20k |

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 Modi Properties Pvt ltd. Mallapur site
GSTNo: 36AABCM 4761 E1ZM

No. 340 Date : 28/02/2022
Your order No. 85967 Date 28/02/2022
Our D.C. No. 297 Date : 28/02/2022
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 | 10 | 1350.00 | 13500 | 00 |
| | Transportation charges | | | | 900 | 00 |
| | | | Total Taxable | | 41,200 | 00 |
| | | | CGST @ | 9% | 3708 | 00 |
| | | | SGTS @ | 9% | 3708 | 00 |
| | | | IGST @ | | / | |
| | | | TOTAL | | 48,616 | 00 |

SUMMIT SALES LLP R.R. DIST. IN WARD No: 9719 Date: 7/3/22 Sign:

INWARD Inward No: 18832 Dt: 28/2/22 MRN No: 10435 Dt: 28/2/22 Received By: Sign: MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

Rupees Fourty Eight Thousand Six Hundred and sixteen Rupees only

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

P. Sadashiva
**For Anisha Associates**

# Purchase Order

 28-02-2022 10:16:49

85967
14.02.22 3:00:03

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

| **Supplier Details** | | | | |
|---|---|---|---|---|
| Anisha Associates | | **Doc No** | 85967 | 178401 |
| No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad. | | **Doc Date** | 28-02-2022 | |
| | | **Quote No** | Nil | |
| **GSTIN** 36ABTPV3594Q1Z8 | NA | **Quote Date** | 28-02-2022 | |
| 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 | 3165 - Chemicals - ROff Stone Tile Adhesive - 25 - Kgs | 40.00 | 670.00 | 0.00 | 18.00 | 31,624.00 |
| 2 | 3127 - Chemicals - RBR bonding agent - 5ltrs - nos | 10.00 | 1,350.00 | 0.00 | 18.00 | 15,930.00 |
| | | | | | **Total Order Value . . .** | **47,554.00** |

Rupees : Fourty Seven Thousand Five Hundred Fifty Four Only.

<u>Terms and Conditions :-</u>

| | |
|---|---|
| **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** | May Flower Platinum<br>Sy 82/1, Mallapur, Nacharam.<br>Phone. 7680971999 |
| **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 site use 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 *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : 28/02/2022

Accepted the above Terms And Conditions

For *Anisha Associates*

Name : ____________

Date : __/__/____

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Modi Properties Pvt Ltd | Date: | 26.02.2022 |
| Site & Phase : | May Flower Platinum | Time: | 12:35 |
| Supplier | | Req.No. | 178401 |
| Material required before date: 28.02.2022 | | ID No. | 74218 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Roff chemical STA | 20kgs | 40 | Bag's | | |
| 2 | Roff chemical Liquid | 5liters | 10 | Nos | | |
| 3 | Janata paste | 1kgs | 15 | Nos | | |
| 4 | Luppam Patti 85962 | Small | 20 | Nos | | |
| 5 | Luppam Patti | Big | 20 | Nos | | |
| 6 | Sponges | | 200 | Nos | | |
| 7 | Araldite 85967 | | 20 | Nos | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| 11 | | | | | | |
| 12 | | | | 28 FEB 2022 | | |
| 13 | | | | | | |

Remarks: For site use purpose

| | | | |
|---|---|---|---|
| Prepared By | R.Ashok | Approved by | S.V.Subba Reddy |
| Sign.& Date | 26.02.2022 | Sign. & Date | |

Note: