PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	29/3/22	Prepared by:	[illegible]
PO/WO no.	85485	PO / WO Date.	14/2/22
Supplier Name	Summit [illegible]	PO/WO amount	12,000/–
Firm/Company	Villa Homes	Project	Villa Homes
Sl. No.	Bill No.	Bill Date	Bill amount
1.	2223	14/2/22	12,000/–
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	2223	14/2/22	105461	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount B –Other Credits :_	
Amount C –Other Debits :_	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	12,000/–
Amount E – PO / WO value:	12,000/–
Amount F – Difference (A – E):	
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	4/4/22
Remarks:_	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	29/3/22						

APPROVED BY 29 MAR 2022 E. PRASAD MANAGER-PROMOTIONS

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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/-

Purchase Order

 14-02-2022 12:16:02

85485
31.01.22 4:53:35

From Company :	**Vista Homes** 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003 G S T No. : 36AAGFV2068P1ZJ

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	85485	166921
	Doc Date	14-02-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	14-02-2022	
040-66335551 9618244433	**SupplyType**	Supply And Application	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6158 - Miscellaneous - Uniform - NA - Nos *Jackets - Thick grey (Laxmi Kanth , madhusudhan)*	2.00	2,400.00	0.00	0.00	4,800.00
2	6158 - Miscellaneous - Uniform - NA - Nos *Dress code - Grey color shirt and block clor trouser (Laxmi Kanth , madhusudhan)*	6.00	1,200.00	0.00	0.00	7,200.00
					Total Order Value . . .	**12,000.00**

Rupees : Twelve Thousand Only.

Terms and Conditions :-

Specification /	Jacket - Dark grey color. Dress code - Shirt (Grey color) and Trouser (Block color) For (Laxmi Kanth , madhusudhan)
Payment Terms	after delivery.
Tax	Included in the above prices
Delivery Date	With in 10 days
Delivery Location	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: Mr. Khader - 7893844733
Penality For Delay	Nil
Transportation	Included by us
Warranty	Nil
Advance Paid	Nil
Other Terms	Nil
Completion Date	14-2-2022
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Vista Homes***

Authorised Signatory

Name : ______________________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

TAX INVOICE

Summit Sales LLP

ORIGINAL INVOICE

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Vista Homes	Invoice No.	22223
Kapra, Opp to MRR School, Ecil	Invoice Date.	21-02-2022
	PO No.	85485
SY.no.193	PO Date.	14-02-2022
	Req ID	73794
GSTIN : 36AAGFV2068P1ZJ PAN AAGFV2068P	Req Date	12-02-2022
	Loc Req No	166921

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	6158 - Miscellaneous - Uniform - NA - Nos		2	2400.00	4,800.00	0	0.00
	Jackets - Thick grey (Laxmi Kanth , madhusudhan)						
2	6158 - Miscellaneous - Uniform - NA - Nos		6	1200.00	7,200.00	0	0.00
	Dress code - Grey color shirt and block clor trouser (Laxmi Kanth ,						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	12,000.00		0.00
	0.00	0.00	Total Invoice Amount	12,000.00		

Rupees : Twelve Thousand Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 91370
Date: 21/2
Sign: