

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		30/10/22		Prepared by	Deepa	Serial no.	9962
Supplier name		Elegant Enterprises			HO inward no.		
Firm/Company		Vista Homey		Project	Vista Homey	HO received date	
PO/WO date		13/9/22		PO/WO No.	91898	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	62223-0242	19/7/22	5,70/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 5,70/-

Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.:	103816	Proof of delivery matches MRN	☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges —

Amount C – Other Debits : —

Amount D (D=A+B-C) – Amount to be credited to the supplier: 5,70/-

Amount E – PO / WO value: 5,70/-

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 1/11/22

Remarks: final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:					
Date	30/10/22				
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.

[illegible]

Authorised Signalling

Purchase Order

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14-09-2022 5:33:10 PM



91898

01.09.22 11:05:43

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

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003.

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	91898	180944
Doc Date	13-09-2022	
Quote No	NIL	
Quote Date	08-09-2022	
SupplyType	Supply	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 726600 - ELEC-Electrical - MCB-- - 32amps-single pole - Nos	3.00	161.00	0.00	18.00	569.94
Total Order Value . . .					569.94

Rupees : Five Hundred Sixty Nine and Paise Ninty Four Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: Mr. Khader - 7893844733
Penalty For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	NIL
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for mcb and isolator for C 108 and changeover boxes E-108, 012, 007 107 PURPOSE.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	

*not reviewed*For **Vista Homes**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Date : __/__/__

Requisition Form

Company Name: Vista homes

Date: 08-09-2022

Site & Phase: Vista homes

Time: 13:00

Unit No. Block No.

Supplier:

Req. No. 180944

Material required before date:

ID No. 79565

S No Item

Qty required Qty available at site Order Qty Inward No Inward Date

1 ELEC3955-Electrical-Change over box--2pole-25amps-Nos

4 0 4

2 ELEC7266-Electrical-MCB--32amps-single pole-Nos

3 0 3

3 ELSW4374-Electrical-Isolator-4 Pole--40 amps-Nos

1 0 1

4

5

6

7

8

9

10

Remarks: mcb & isolator for C-108 and Changeover boxes for E-108, 012, 007, 107

Engineer

Project Manager K.Purshoth

MD

Prepared By: V.Sanketh

Approved By:

Sign & Date:

APPROVED
10 SEP 2022
MANAGER PO