PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/7/23	Prepared by	Yamuna	Serial no.	
Supplier name	Vicgreen MEDIA			HO inward no.	
Firm/Company	Vijja View LLP	Project		HO received date	
PO/WO date	27/7/23	PO/WO No.	7033	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	129	29/6/23	5775/-	◻ Yes ◻ No
2.				◻ Yes ◻ No
3.				◻ Yes ◻ No
4.				◻ Yes ◻ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			
Proof of delivery by way of: ◻ DCs/bill ◻ Steel report ◻ RMC pour report ◻ Solid block report ◻ Installation report			
MRN nos.:	20230728015	Proof of delivery matches MRN	☑ Yes ◻ No
Amount B – Other Credits : Transportation charges			
Amount C – Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			5775/-
Amount E – PO / WO value:			5775/-
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			
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Yamuna				
Sign:					
Date	25/7/23	25 JUL 2023			
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.

eeen
EDIA

TAX INVOICE

V GREEN MEDIA Pvt. Ltd.
3-6-530/2, Street No.7, Himayathnagar
Hyderabad - 500 029, T.S., India
CIN: U74300AP2011PTC075248

M/s **Vista View LLP**
5-4-187/3&4, Soham Manshion, II floor,M.G Road, Secunderabad,
Hyderabad,Telangana,500003
Phone no

Invoice No.	VGM-2324-129	Date : 29-06-2023
Your P.O No.	20230627033	Date : 27-06-2023
DC No :		Date : 17-04-2023
Order Confirmed by :		

S. No	Description	HSN/ SAC	Qty	Rate	CGST %	SGST %	IGST %	Amount
1	Advertisement "Notice Ad in Eenadu" Size:3x14 Publication:Eenadu Date of Pub:20-06-2023	998636	1 NOS	5500.00	2.50	2.50		5500.00

	OUR	CUSTOMER
GSTIN :	36AADCV9375P1ZC	
TIN No. :	36641857335	
STC No. :	AADCV9375PSD001	
IT PAN No:	AADCV9375P	

Total Amount	5,500.00
Total CGST Amount	137.50
Total SGST Amount	137.50
Total IGST Amount	
Grand Total (INR)	**5,775.00**

Amount in Indian Rupees :
FIVE THOUSAND SEVEN HUNDRED AND SEVENTY FIVE ONLY

- Payment should be made by Crossed Demand Draft / Cheque in favour **M/s V GREEN MEDIA PVT. LTD** payable at Hyderabad.
- Interest @ 24 % p.a. is charged on unrealised payments.
- Complaints /Clarifications will not be entertained after 7days of delivery.
- Subject to Hyderabad jurisdiction only.

- E & O. E.

Bank Details : HDFC Bank Ltd.
Panjagutta, Hyderabad.
A/c : 50200033057768, IFSC CODE :

For V Green Media Pvt Ltd.

Receiver's Signature & Stamp   Prepared by   Checked by   Authorised Signatory

Purchase Order

Orig

From Company: Vista View LLP
5-4-187/3&4, Soham Manshion, II floor,M.G Road,
Secunderabad
Hyderabad,Telangana,500003
GSTNO:36

Delivery Location: VGS Vista Grande at Suryapet
Sy.No:745, Pillalmarri villageOpp: Chandana Institute of Nursing.
Suryapet,Telangana,508376
--,...

Supplier Details

V Green Media Pvt.Ltd.
3-6-530/3, 1st floor, street.no.7, (opp. lane of Minerva coffee shop) Himayathnagar, Hyderabad.
Hyderabad, TG, 500029
GSTIN:36AADCV9375P1ZC
Accounts Department, 040 – 6646 4477
info@vgreenmedia.com

PO No	20230627033	Quote No	
PO Date	27 Jun 2023	Quote Date	27 Jun 2023
Supply Type	Purchase Order	Requisition Num	20230627025

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	PROM2067-Promotions-Design Charges-Classified Display ad Single Column--Nos.	1.00	5,500.00	0%	5,500	0%	2.5%	2.5%	0	138	138	5,775
Addl Spec	Public Notice 3x14cm ad in Eenadu Suryapet on 20-06-2023											
Rupees in words : Five Thousand Seven Hundred And Seventy Five Only.								**Total Amount ...**	0	138	138	5,775

Terms and Conditions:-

Additional Specifications	Public Notice 3x14cm ad in Eenadu Suryapet on 20-06-2023
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within ____ days of PO
Delivery Location :	As given above.
Transport:	By Vendor or Purchaser

29/06/23 11:12:15 AM