PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/7/23	Prepared by	[signature]	Serial no.	
Supplier name	Vigneen Media			HO inward no.	
Firm/Company	Vista Viewup	Project		HO received date	
PO/WO date	27/7/23	PO/WO No.	7032	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	130	29/6/23	7875/-	☐ 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.:	20230728014	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:	7875/-
Amount E – PO / WO value:	7875
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:	[signature]				
Sign:	[signature]	[signature]			
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.

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TAX INVOICE

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

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

Phone no

Invoice No.	VGM-2324-130	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 Times of India" Size:3x14 Publication:TOI Date of Pub:20-06-2023	998636	1 NOS	7500.00	2.50	2.50		7500.00

	OUR	CUSTOMER
GSTIN :	36AADCV9375P1. C	
TIN No. :	36641857335	
STC No. :	AADCV9375PSDC)1	
IT PAN No:	AADCV9375P	

Total Amount	7,500.00
Total CGST Amount	187.50
Total SGST Amount	187.50
Total IGST Amount	
Grand Total (INR)	**7,875.00**

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

- Payment should be made by Cross d Demar d Draft / Cheque in favour
M/s V GREEN MEDIA PVT. LTD pa able at H derabad.
- Interest @ 24 % p.a. is charged on ınrealised payments.
- Complaints /Clarifications will not b entertained after 7days of delivery.
- Subject to Hyderabad jurisdiction o ly.

- 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

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	20230627032	Quote No	
	PO Date	27 Jun 2023	Quote Date	27 Jun 2023
	Supply Type	Purchase Order	Requisition Num	20230627026

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	7,500.00	0%	7,500	0%	2.5%	2.5%	0	188	188	7,875
Addl Spec	Public Notice 3x14cm ad in TOI on 20-06-2023											
								Total Amount ...	0	188	188	7,875
Rupees in words : Seven Thousand Eight Hundred And Seventy Five Only.												

Terms and Conditions:-

Additional Specifications	Public Notice 3x14cm ad in TOI 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 11:13:36 AM