PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/6/2020	Prepared by:	K. R. Chalgulu
PO/WO no.	67334	PO / WO Date.	20/5/2020
Supplier Name	Shivshakti Machine Tools Hardware & E/E	PO/WO amount	1,180/-
Firm/Company	Vikka Homes	Project	Vikka Homes.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	203	1/6/2020	1,180/-
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,180/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	79533	☑ 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:	1,180/-
Amount E – PO / WO value:	1,180/-
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 acceptab~~le 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	22/6/2020

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	15/6/2020	15/6					

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/-

Tax Invoice

Shiv Shakti Machine Tools Hardware and Electricals 2-3-7, M.G Road, Secunderabad. Ph: 040-40030129 GSTIN/UIN: 36ADQFS9120G1ZQ State Name : Telangana, Code : 36 E-Mail : ssmtsecunderabad@gmail.com	Invoice No. **2020-21/203/SS**	Dated **1-Jun-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref. **203**	Other Reference(s)
Buyer **Vista Homes** 5-4-187/3 & 4, IInd Floor, M.G Road, Secunderabad GSTIN/UIN : 36AAGFV2068P1ZJ State Name : Telangana, Code : 36	Buyer's Order No. **67334-99574**	Dated **20-May-2020**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**Cut Off Wheel 4"(B)**	68042390	**40 pc**	25.00	pc		**1,000.00**
	CGST						**90.00**
	SGST						**90.00**
	Total		**40 pc**				**₹ 1,180.00**

MODI PROPERTIES PVT. LTD. ★SEC'BAD★ INWARD No: 65969 Date: 5/6/20 Sign:

Amount Chargeable (in words) *E. & O.E*

INR One Thousand One Hundred Eighty Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
68042390	1,000.00	9%	90.00	9%	90.00	180.00
Total	**1,000.00**		**90.00**		**90.00**	**180.00**

Tax Amount (in words) : **INR One Hundred Eighty Only**

Company's Bank Details
Bank Name : **ICICI Bank**
A/c No. : **112105501160**
Branch & IFS Code : **M.G Road & ICIC0001121**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.Interest will be charged on overdue invoices @ 24 % P.A if more than 45 days.

for Shiv Shakti Machine Tools Hardware and Electricals

Authorised Signatory

This is a Computer Generated Invoice

INWARD
Inward No: 24303 Dt: 02/6/20
MRN No: 79533
Received By: Sign:
Vista Homes

Purchase Order

 23-05-2020 1:23:50 PM

67334
15.05.20 11:59:03

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

Supplier Details			
Shiv Shakti Machine Tools Hardware & Electricals 2-3-7, MG Road, Beside ICICI Bank, Secunderbad-03,(T,S) **GSTIN** 36ADQFS9120G1ZQ 8121002491 8374457644	**Doc No**	67334	99574
	Doc Date	20-05-2020	
	Quote No	Nil	
	Quote Date	02-06-2017	
	SupplyType	Supply	

Kind Attn : Mr.Shivang Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9550 - Tools - Machine Blade - other - nos *Rod Cutting Blade 4"*	40.00	25.00	0.00	18.00	1,180.00
	Rupees : One Thousand One Hundred Eighty Only.			**Total Order Value . . .**		**1,180.00**

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: 8790166611
Penality For Delay	Nil
Transportation Cost	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 Site works purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Vista Homes*

Authorised Signatory

Name : ____________________

Name : ____________________

Accepted the above Terms And Conditions

For ***Shiv Shakti Machine Tools Hardware &***

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	20.05.2020
Site & Phase :	Vista Homes	Time:	11:20 AM
Supplier		Req. No.	99574
Material required before date:	23.05.2020	ID No.	56994

No	Description	Size	Quantity	Units	Inward No	Date
1	Screws	8mmx 32mm	12	Boxes		
2	Rod cutting blades 67334		04	Boxes		
3	Hacksaw Blades	Double side	100	No's		
4	Red oxide	1kg	06	Pkts		
5	Bombay nails	21/2"	10	Kg		
6	Bombay nails 67336	2"	10	Kg		
7	GI Buckets		10	No's		
8						
9						
10						

Remarks: For Site Use purpose

Prepared By	T.MADHU	Approved by	APPROVED
Sign.& Date	20.05.2020	Sign. & Date	20 .. 2020 MINISH PARIKH MANAGER PROCUREMENT

Note: On receipt of material at site write inward number and date in last 2 columns.