PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	13/6/2020	Prepared by:	K. R. Chalapathi
PO/WO no.	67201	PO / WO Date.	20/5/2020
Supplier Name	S S Computers	PO/WO amount	15,250/-
Firm/Company	Vikka Homes	Project	Vikka Homes
Sl. No.	Bill No.	Bill Date	Bill amount
1.	004	20/5/2020	15,250/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			15,250/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			29404	☑ ~~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:	15,250/-
Amount E – PO / WO value:	15,250/-
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	Advance paid

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	✓	[signature]					
Date	13/6/2020.	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

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

S Computers 199/200/A/4, 1st FLOOR, STILLERY ROAD, RANIGUNJ, SECUNDERABAD-500003 GSTIN/UIN: 36AAWPY3653P1ZE State Name : Telangana, Code : 36 E-Mail : mahendra74@gmail.com	Invoice No. **004**	Dated **20-May-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **VISTA HOMES** 5-4-187/3&4, 2nd FLOOR, M.G ROAD, SECUNDERABAD GSTIN/UIN : 36AAGFV2068P1ZJ State Name : Telangana, Code : 36	Buyer's Order No. **67201**	Dated **16-May-2020**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Part No.	Quantity	Rate	per	Amount
1	**EPSON M205 PRINTER**	8443	18 %		**1 Nos**	12,923.73	Nos	**12,923.73**
	Output CGST							**1,163.14**
	Output SGST							**1,163.14**
	Less : ***Rounding Off***							**(-)0.01**
	Total				**1 Nos**			**₹ 15,250.00**

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

Indian Rupees Fifteen Thousand Two Hundred Fifty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
8443	12,923.73	9%	1,163.14	9%	1,163.14	2,326.28
Total	**12,923.73**		**1,163.14**		**1,163.14**	**2,326.28**

Tax Amount (in words) : **Indian Rupees Two Thousand Three Hundred Twenty Six and Twenty Eight paise Only**

MODI PROPERTIES PVT. LTD. INWARD No: 6597 Date: 5/6/20 Sign: SEC'BAD

Company's Bank Details
Bank Name : **City Union Bank Ltd.,**
A/c No. : **510909010082782**
Branch & IFS Code : **HIMAYATNAGAR & CIUB0000061**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for S.S Computers

Authorised Signatory

SUBJECT TO SECUNDERABAD JURISDICTION

This is a Computer Generated Invoice

INWARD
Inward No: 24670 Dt: 29/05/20
GRN No: 79404 Dt:
Received By: Sign:
Vista Homes

Vista Homes.

29/05/20

67201/99548

(1) Printer → 01 No's

MODI PROPERTIES PVT. LTD. ★SEC'BAD★
INWARD
No: 38656
Date: 4/6
Sign:

INWARD	
Inward No: 24670	Dt: 29/5/20
MR. No: 79404	Dt:
Received By:	Sign:
Vista Homes	

Purchase Order

Page(s) 1 Of 1   11-06-2020 13:39:57   Original / Office Copy / Purchase Div.Copy

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

Supplier Details			
S.S.COMPUTERS 5-2-199/200/A,1st Floor, Distillery Road, Ranigunj,Hyderabad,Telangana. **GSTIN** 36AAWPY3653P1ZE 9866106959	**Doc No**	67201	99548
	Doc Date	16-05-2020	
	Quote No	Nil	
	Quote Date	16-05-2020	
	SupplyType	Supply	

Kind Attn : Mahendra Kumar Yadagiri

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5051 - Equipment - other - Printer - other - nos *M-205*	1.00	15,250.00	0.00	0.00	15,250.00
				Total Order Value . . .		**15,250.00**

Rupees : Fifteen Thousand Two Hundred Fifty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of Epson brand model M 205
Payment Terms	100% as advance
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	1yr aganist Manufacture defect
Advance Paid	Rs......./- vide cheq
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for one Office use and another for site office use Purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

Bill not receivd.
R.lavanya
11/6/20.

For *Vista Homes*

Authorised Signatory

Accepted the above Terms And Conditions

For *S.S.COMPUTERS*

Name : ____________

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	11.05.2020
Site & Phase :	Vista Homes	Time:	11:38 PM
Supplier		Req. No.	99548
Material required before date:	13.05.2020	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	EPSON Wireless Printer - M205		01	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: For site office purpose

Prepared By	T.MADHU	Approved by	
Sign.& Date	11.05.2020	Sign. & Date	

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