PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 28/5/20 | Prepared by: | V. Ravali |
| PO/WO no. | 66656 | PO / WO Date. | 13/3/20 |
| Supplier Name | sri balaji enterprises | PO/WO amount | 2,200/- |
| Firm/Company | vista homes | Project | vista homes |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 14 | 21/5/20 | 2,208 |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 2,208/- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | — | — | 79209 | ☑ 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: | 2,208/- |
| Amount E – PO / WO value: | 2,200/- |
| Amount F – Difference (A – E): | 8/- |

| | |
|---|---|
| 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 | 1/6/2020 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | [signature] | [signature] | [signature] APPROVED 28 MAY 2020 MINISH PARIKH MANAGER PROCUREMENT | | | | |
| Date | 28/5/2020 | 28/5 | | | [signature] | | |

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

II Shree Ganeshay Namah II

GSTIN: 36AEIPJ0494H1ZF

Subject to Hyderabad Jurisdiction

~~CASH~~ / CREDIT MEMO

Cell : 9030605690
9885288441

SBE

# SRI BALAJI ENTERPRISES

**Dealers in : Plywood, MDF, Laminate, Vaneer & Hardware**

# 14-1-418, Near Rocket Ground, New Aghapura, Hyderabad - 500 001. T.S.

E-mail : seetaram.joshi@yahoo.com

Sl. No. **No 1 4** =

Date: 21-5-2020

Buyer's Name: Vistta Homes

Address: Vista Homes ECIL

P.O - DOC No. 66656

GSTIN: 36AAGIFV2068P1ZJ

Phone

| Description of Goods | Thick -ness | Size | No. of Pcs. Sq. Mtrs. | HSN CODE | Rare per Sq. Mtrs. | Amount Rs. | Ps. |
|---|---|---|---|---|---|---|---|
| Fevicol Heatx | | | 5Kg | | 373/- | 1865= | 00 |
| | | | | | Total Amount | | |
| | | | | | Cartage | | |
| | | | | | TOTAL | 1865= | 00 |
| | | | | | SGST 9 % | 167= | 85 |
| | | | | | CGST 9 % | 167= | 85 |
| | | | | | IGST .......% | | |
| | | | | | Round Off. | + | 30 |
| | | | | | Grand Total | 2200= | 00 |

D.C. No. 14

MODI PROPERTIES PVT. LTD. INWARD No. 65641 Date 23/5/20 Sign.

Receiver's Signature with Stamp

**Bank Name : Kotak Mahendra Bank - Branch: Rd. No.1, Banjara Hills. A/c. No.: 4312001151, IFSC Code : KKBK0000553**

**Central Bank of India - Branch: Begum Bazar, A/c. No.: 3252126355, IFSC Code : CBIN0280809**

Vehicle No. TS10UA-9758

E.& O.E.

TERMS & CONDITIONS :

1. Above mentioned goods remain our property until full payment is received.
2. Goods once sold can not be taken back or exchanged.
3. Our responsibility ceases once the goods leave our premises
4. If the Bill is not paid on presentation interest at 24% per annum

For SRI BALAJI ENTERPRISES

II Shree Ganeshay Namah II

GSTIN: 36AEIPJ0494H1ZF

Subject to Hyderabad Jurisdiction

Cell : 9030605690
9885288441

# SRI BALAJI ENTERPRISES

**Dealers in : Plywood, MDF, Laminate, Vaneer & Hardware**

# 14-1-418, Near Rocket Ground, New Aghapura, Hyderabad - 500 001. T.S.

## DELIVERY CHALLAN

Sl. No. No 1 4 Date: 21-5-2020

Buyer's Name: Vista Homes

Address: Vista Homes ECIL P.O - DOC No. 66656

GSTIN: 36AAGFV2068P1ZJ Phone

| Description of Goods | Thickness | Size | No. of Pcs. | Remarks |
|---|---|---|---|---|
| Fevicol Heatx | | | 5Kg | |

INWARD
Inward No: 24622 Dt: 22/5/20
MRN No: 79209 Dt:
Received By: Sign:
Vista Homes

PROPERTIES PVT. LTD. INWARD No: 38417 Date: 27/5 SEC'BAD

Receiver's Signature with Stamp

E.& O.E.

Despatch through/Transport Name Vehicle No. TS10UA 9758

TERMS & CONDITIONS :
1. Above mentioned goods remain our property until full payment is received.
2. Goods once sold can not be taken back or exchanged.
3. Our responsibility ceases once the goods leave our premises
4. If the Bill is not paid on presentation interest at 24% per annum

For SRI BALAJI ENTERPRIS

# Purchase Order

 14-03-2020 11:33:04 AM

66656
12.03.20 2:07:22

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

| **Supplier Details** | | | |
|---|---|---|---|
| Sri Balaji Enterprises<br>H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001 | **Doc No** | 66656 | 99494 |
| | **Doc Date** | 13-03-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AEIPJ0494H1ZF | **Quote Date** | 13-03-2020 | |
| 9030605690 | **SupplyType** | Supply | |

**Kind Attn : Mr.Seetaram Joshi**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 2098 - Carpentry - hardware - Fevicol - other - kgs | 5.00 | 440.00 | 0.00 | 0.00 | 2,200.00 |
| | | | | | **Total Order Value . . .** | **2,200.00** |

Rupees : Two Thousand Two Hundred Only.

## Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | items shall be of Fevicol brand, . |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | Inclusive of all taxes |
| **Delivery Date** | Next Day. |
| **Delivery Location** | Vista Homes<br>Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school<br>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 cellar leakages covering purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

For ***Vista Homes***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________________

Date : __/__/____

Requisition Form

| Company Name: | VISTA HOMES | Date: | 12.03.2020 |
|---|---|---|---|
| Site & Phase : | PHASE-1 | Time: | 05:01 |
| Supplier | | Req. No. | 99494 |
| Material required before date: | 15-03-2020 | | 56289 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | SR Fevicol Heatx | 1Ltrs | 05 | No's | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| 11 | | | | | | |

Remarks: For Cellar leakages covering purpose.

| Prepared By | T.MADHU | Approved by | APPROVED BY 11 MAR 2020 SOHAM MODI MANAGING DIRECTOR |
|---|---|---|---|
| Sign.& Date | 12.03.2020 | Sign. & Date | |

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

# Estimate/Draft PO

 13-03-2020 12:49:27 PM 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** | | | |
|---|---|---|---|
| Sri Balaji Enterprises<br>H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001 | **Doc No** | 66656 | 99494 |
| | **Doc Date** | 13-03-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AEIPJ0494H1ZF | **Quote Date** | 13-03-2020 | |
| 9030605690 | **SupplyType** | Supply | |

**Kind Attn : Mr.Seetaram Joshi**

Estimate/Draft PO for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 2098 - Carpentry - hardware - Fevicol - other - kgs | 5.00 | 440.00 | 0.00 | 0.00 | 2,200.00 |
| | | | | | **Total Order Value . . .** | **2,200.00** |

Rupees : Two Thousand Two Hundred Only.

## Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | items shall be of Fevicol brand, . |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | Inclusive of all taxes |
| **Delivery Date** | Next Day. |
| **Delivery Location** | Vista Homes<br>Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school<br>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 cellar leakages covering purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

APPROVED BY
11 MAR 2020
SOHAM MODI
MANAGING DIRECTOR

For *Vista Homes*

Authorised Signatory

Accepted the above Terms And Conditions

For *Sri Balaji Enterprises*

Name : ____________________

Name : ____________________

Date : __/__/____