PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	6-7-20	Prepared by:	T.Bhasker
PO/WO no.	67960	PO / WO Date.	13/6/20
Supplier Name	Shiv Shakti Machine tools	PO/WO amount	1062
Firm/Company	vista homes	Project	vista
Sl. No.	Bill No.	Bill Date	Bill amount
1.	560	25/6/20	1062
2.			
3.			
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			~~Rs. 75,567/-~~ 1062

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			80582	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits :	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1062
Amount E – PO / WO value:	1062
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	10/7/20
Remarks: **Part bill received and balance bill to be receivable.**	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 06 JUL 2020 [signature] MINISH PARIKH MANAGER PROCUREMENT				
Date	6/7/20	6/7					

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. **2020-21/560/SS**	Dated **25-Jun-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref. **560**	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. **67960-99630**	Dated **13-Jun-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	**4" Segment Blade 600 FT**	82029990	**10 pc**	90.00	pc		**900.00**
	CGST						**81.00**
	SGST						**81.00**
	Total		**10 pc**				**₹ 1,062.00**

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

INR One Thousand Sixty Two Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
82029990	900.00	9%	81.00	9%	81.00	162.00
Total	**900.00**		**81.00**		**81.00**	**162.00**

Tax Amount (in words) : **INR One Hundred Sixty Two 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: 4872 Dt: 27/6/20
MRN No: 80582 Dt:
Received By: Sign:
Vista Homes

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 6694
Date 1/7/20
Sign.

Purchase Order

 15-06-2020 3:39:39 PM

67960
03.06.20 12:48:14

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	**Doc No**	67960	99630
2-3-7, MG Road, Beside ICICI Bank, Secunderbad-03,(T,S)	**Doc Date**	13-06-2020	
	Quote No	Nil	
GSTIN 36ADQFS9120G1ZQ	**Quote Date**	02-06-2017	
8121002491 8374457644	**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 *Wall Cutting Blades 4"*	10.00	90.00	0.00	18.00	1,062.00
					Total Order Value . . .	**1,062.00**

Rupees : One Thousand Sixty Two Only.

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 :

Accepted the above Terms And Conditions

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

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	VISTA HOMES	Date:	11.06.2020
Site & Phase :	PHASE-1	Time:	10:10
Supplier		Req. No.	99630
Material required before date:	14-06-2020		57621

No	Description	Size	Quantity	Units	Inward No	Date
1	Wall Cutting Blades 67960		10	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						

Remarks: For Site use Purpose.

Prepared By	T.MADHU	Approved by	
Sign.& Date	11.06.2020	Sign. & Date	APPROVED 15/06/2020 MINISH PARIKH MANAGER PROCUREMENT

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