

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		21/7/2020		Prepared by:		K. R. Chagula	
PO/WO no.		68766		PO / WO Date.		10/7/2020	
Supplier Name		Prigyanika Enterprises		PO/WO amount		2,499/-	
Firm/Company		Village Homes Owners Association		Project		VHOA	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	263	11/2/2020		3,501/-			
2.							
3.							
Amount A – Bills total(Excluding Transport & Hamali Charges):				3,501/-			
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	—	—	81069	☒ 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:				3,501/-			
Amount E – PO / WO value:				2,499/-			
Amount F – Difference (A – E):				1,002/-			
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			27/7/2020				
Remarks:							
due to rate difference							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	21/7/2020						

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 upto 25,000/- and Purchase Director thereafter. 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/-

Purchase Order

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10-07-2020 14:57:50



68766

08.07.20 3:08:59

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

Supplier Details

PRIYANKA ENTERPRISES
S.No.12, City Towers, Nalgonda X Roads, Malakpet, Hyderabad - 500 036.

GSTIN -

040 - 24558658 / 24546704

9849007177

Doc No	68766	99624
Doc Date	10-07-2020	
Quote No	Nil	
Quote Date	10-07-2020	
SupplyType	Supply	

Kind Attn : Mr.Janardhan.(janardhan.eduneeds@gmail.com)

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 5110 - Equipment - sports - Swinging Looprung - NA - nos Flat swing	1.00	2,118.00	0.00	18.00	2,499.24
Total Order Value . . .					2,499.24

Rupees : Two Thousand Four Hundred Ninty Nine and Paise Twenty Four Only.

Terms and Conditions :-

Specification / Brand Branded swing with out chains

Payment Terms After delivery and production of bill

Tax Included in the above prices

Delivery Date With in 2 days

Delivery Location Vista Homes
Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school
Phone. Contact: 8790166611

Penalty For Delay Nil

Transportation Cost Nil

Warranty Nil

Advance Paid Nil

Other Terms We reserve the rights to reject the items if not as specified, above order is for site purpose.

Completion Date Nil

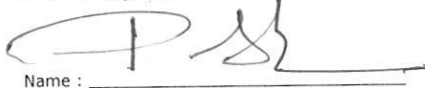
Measurment Nil

Security Nil

Remarks Nil

For **Vista Homes Owners Association**

Authorised Signatory


Name : _____

Accepted the above Terms And Conditions

For **PRIYANKA ENTERPRISES**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		Vista homes owners association	Date:		09-06-2020	
Site & Phase :		Vista homes	Time:		16:00	
Supplier			Req. No.		99624	
Material required before date:			10-06-2020		ID No.	
					57531	
No	Description	Size	Quantity	Units	Inward No	Date
1	Flat swing	Std	01	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks: - For children's park purpose						
Prepared By		T.Madhu		Approved by		
Sign. & Date		09-06-2020		Sign. & Date		

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

