PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	14/08/2020	Prepared by:	T.D. Murthy
PO/WO no.	69206	PO / WO Date.	28/07/2020
Supplier Name	Lepakshi Tarpaulin Industries	PO/WO amount	Rs. 11,312/-
Firm/Company	Vista Homes	Project	Vista Homes
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1537	29/07/2020	Rs. 11,312/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 11,312/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1537	29/07/2020	81630	☑ 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:	Rs. 11,312/-
Amount E – PO / WO value:	Rs. 11,312/-
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	**22/08/2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	14/8/20						

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

Invoice No. : 1537

Date : 29/07/2020

LEPAKSHI TARPAULIN INDUSTRIES

Lepakshi

1st Floor, Shop No.F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-500 003.
Phone : (O) 2770 6071, 9121013748, Cell : 99591 02999,
E-mail: lepakshitarp@gmail.com, Lnt_91@yahoo.in, www.lepakshitarpaulin.com

State Code : 36

GSTIN : 36ADOPN7656C1Z7

Details of Receiver (Billed to)	Details of Consignee (Shipped to)
Name : VISTA HOMES.	Name :
Address : 5-4-187/3&4, 2ND FLOOR, M.G. ROAD, SEC-BAD-03.	Address :
Ph. Cell :	Ph. Cell :
GSTIN/UIN : 36AAGFV2068P1ZJ	GSTIN/UIN :
P.O. No. & Dt. 69206/99730 /- 28/07/2020.	Vehicle No. :

Sl. No.	HSN (SAC) Code	Description of the Goods	Qty.	Rate	Amount Rs.	Taxable Value	CGST		SGST		IGST	
							Rate	Amount	Rate	Amount	Rate	Amount
1)	6201	Rain Coats –	20 Nos	400	8000	8000	2.5%	200	2.5%	200		
2)	6601	Umbrella –	10 Nos	260	2600	2600	6%	156	6%	156		
						/		/		/		
		TOTAL				10600	+	356	+	356	=	11,312/-

INWARD
Inward No: 25027 Dt: 30/7/20
MRN No: 81630 Dt:
Received By: Sign:
Vista Homes

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 68086
518

(Rupees : in words Eleven thousand – three hundred twelve only

E-way Bill No.

TOTAL INVOICE RS. – 11,312/-

TERMS & CONDITIONS :
1. Goods once sold will not be taken back or exchanged.
2. Subject to Secunderabad Jurisdiction only.
3. The customer should inform the firm if there is any complaint regarding the quality or quantity of the material within 48 hours from the date of Invoice.
4. Inspection should be carried out at our factory premises only.
5. Interest will be charged at the rate of 24% per annum for all overdue payments.
6. Our risk & responsibility ceases as soon as the goods are despatched from our premises.

OUR BANK DETAILS :

Bank Name : PUNJAB NATIONAL BANK
Bank Account Number : 3631002100019635
Branch : M.G. Road, Sec'bad
IFSC : PUNB0363100

For LEPAKSHI TARPAULIN INDUSTRIES

Authorised Signatory

Purchase Order

28-07-2020 5:02:42 PM

69206

31.07.20 12:12:34

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

Supplier Details			
Lepakshi Tarpaulin Industries # 5-5-65, 1st Floor, Shop No. F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-3.	**Doc No**	69206	99730
	Doc Date	28-07-2020	
	Quote No	Nil	
GSTIN 36ADOPN7656C1Z7 2770 6071	**Quote Date**	09-07-2020	
66486071 9642662732	**SupplyType**	Supply	

Kind Attn : Mr. Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4052 - Consumables - Raincoats - NA - nos *XL 9NOS L 7 NOS S 07 NOS*	20.00	400.00	0.00	5.00	8,400.00
2	4064 - Consumables - Umbrella - other - nos	10.00	260.00	0.00	12.00	2,912.00
					Total Order Value . . .	**11,312.00**

Rupees : Eleven Thousand Three Hundred Twelve Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Lotus' brand.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
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	Included 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 Staff use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Vista Homes***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Lepakshi Tarpaulin Industries***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	15.07.2020
Site & Phase :	Vista Homes	Time:	13:25
Supplier	-	Req. No.	99730
Material required before date:	18.07.2020	ID No.	58732

No	Description	Size	Quantity	Units	Inward No	Date
1	Rain coats (XL-6, Large-7 Small- 07)	std	20	No's		
2	Umbrella 69206		10	No's		
3						
4						
5						
6						
7						
8						

Remarks: For site staff, Sales staff and Head office staff purpose

Prepared By	T.Madhu	Approved by	APPROVED BY 25 JUL 2020 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	15.07.2020	Sign. & Date	

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