PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/08/2020	Prepared by:	MINISH
PO/WO no.	69600	PO / WO Date	13/08/2020
Supplier Name	Praful Sanitary.	PO/WO amount	611/-
Firm/Company	VISTA HOMES	Project name	VISTA HOMES
Sl. No.	Bill No	Bill Date	Bill amount
1.	304	19/08/2020	611/-
2.			
3.			
4.			
5			
Amount A – Bills total(Excluding Transport & Hamali Charges):			611/-

Sl. No.	DC No.	DC. Date	MRN No.	DC matches MRN
1.	304	19/08/2020		□ 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:				611/-
Amount E – PO / WO value:				611/-
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 / WO	☑ Yes □ No – wait for balance material □ No (explained below)
Advance paid / PDC given (deduct when paying)	□ Yes - - ☑ No
Payment – due date	31/08/2020.
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 28 AUG 2020			
Date			MINISH PARIKH			

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/-

GST INVOICE

(ORIGINAL FOR RECIPIENT)

Praful Sanitary 3-6-429/6,SRI SAI TOWER, St.No.4 HIMAYAT NAGAR HYDERABAD GSTIN/UIN: 36ACWPG4864A1ZG State Name : Telangana, Code : 36 E-Mail : prafulsanitary@gmail.com	Invoice No. **PS/20-21/ 304**	Dated **19-Aug-2020**
	Delivery Note **Invoice**	
	Supplier's Ref.	Other Reference(s) **Credit**
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. **69600**	Dated **13-Aug-2020**
	Despatch Document No. **Invoice**	Delivery Note Date **19-Aug-2020**
	Despatched through **Goods Vehicle**	Destination **Kushaiguda**

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**15x75mm G I Nipple**	7307	18 %	**50 No:**	12.95	No:	20 %	**518.00**
	Output CGST							**46.62**
	Output SGST							**46.62**
	Less : ***ROUNDING OFF***							**(-)0.24**
	Total			**50 No:**				**₹ 611.00**

68608
27/8

E. & O.E

Amount Chargeable (in words)

Indian Rupees Six Hundred Eleven Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
7307	518.00	9%	46.62	9%	46.62	93.24
Total	**518.00**		**46.62**		**46.62**	**93.24**

Tax Amount (in words) : **Indian Rupees Ninety Three and Twenty Four paise Only**

PRAFUL SANITARY HIMAYATNAGAR

Company's PAN : **ACWPG4864A**

for Praful Sanitary

Declaration

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

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

INWARD	
Inward No: 25085	Dt: 19/8/20
MRN No:	Dt:
Received By:	Sign:
Vista Homes	

Purchase Order

 13-08-2020 1:47:03 PM

69600
11.08.20 11:32:21

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

Supplier Details			
Praful Sanitary 3-6-138/5, Himayat Nagar, Hyderabad.	**Doc No**	69600	99772
	Doc Date	13-08-2020	
	Quote No	Nil	
GSTIN 36ACWPG864A1ZG 40077300	**Quote Date**	13-08-2020	
65526886. 9849624797	**SupplyType**	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7069 - Plumbing - GI - Nipple - other - nos *1/2" x 3"*	50.00	12.95	20.00	18.00	611.24
					Total Order Value . . .	**611.24**

Rupees : Six Hundred Eleven and Paise Twenty Four Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After delivery of Material
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, breakage is in suppliers account, Above order for curring line extension of F block loft tanks fixing purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Vista Homes*

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

For ***Praful Sanitary***

Name : ______________________

Date : __/__/____

Requisition Form

-Company Name:	Vista Homes	Date:	12.08.2020
Site & Phase :	Vista Homes	Time:	10.00
Supplier		Req. No.	99772
Material required before date:	14.08.2020	ID No.	59109

No	Description	Size	Quantity	Units	Inward No	Date
1	**GI Nipple**	1/2"x3"	50	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:For F Block Flats Loft Tanks Fixing Purpose

APPROVED
12 AUG 2020
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	Khadar	Approved by	
Sign.& Date	12.08.2020	Sign. & Date	

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

Requisition Form

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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