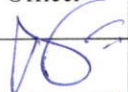


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		14/10/20		Prepared by:		T. Shash	
PO/WO no.		70996		PO / WO Date.		5/10/20	
Supplier Name		Elegit Enter.		PO/WO amount		920	
Firm/Company		visha hary		Project		visha	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	0201	5/10/20		920			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						920	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			NA 83895	☒ Yes ☐ No			
2.				☐ Yes ☐ No			
3.				☐ Yes ☐ No			
Amount B –Other Credits :Transportation charges						-	
Amount C –Other Debits :						-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:						920	
Amount E – PO / WO value:						920	
Amount F – Difference (A – E): GST-18%						-	
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			16/10/20				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	14/10/20						

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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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/-

[illegible]

Purchase Order

Page(s) 1 Of 1

05-10-2020 4:56:18 PM



70996

30.09.20 4:15:47

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

Supplier Details			
Elegant Enterprises	Doc No	70996	99878
5-4-187/7/3,Karbala Maidan, M.G.Road, Secunderabad-500003.	Doc Date	05-10-2020	
GSTIN 36AJBPK0412E1ZY	Quote No	Nil	
66385358	Quote Date	02-07-2020	
9985113450/9885073880	SupplyType	Supply	

Kind Attn : **Mr.Gaurang Kadakia/Mahesh Kadakia**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4518 - Electrical - other - Base saddle - other - boxes 3/4"	4.00	195.00	0.00	18.00	920.40
Total Order Value . . .					920.40
Rupees : Nine Hundred Twenty and Paise Fourty 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
Penalty 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 F block electrical ducts purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Vista Homes**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Vista Homes		Date:		05.10.2020	
Site & Phase :		Vista Homes		Time:		11:04	
Supplier:				Req. No.		99878	
Material required before date:		07.10.20		ID No.		60423	

No	Description	Size	Quantity	Units	Inward No	Date
1	Base Saddles	¾"	04	Boxes		
2						
3						
4						
5						
6						
7						
8						
9						



Remarks: For E-Block Electrical Room purpose.

Prepared By	Snehapriya	Approved by	Madhu
Sign. & Date	05.10.2020	Sign. & Date	

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

Requisition Form

Company Name:		Vista Homes		Date:		22.07.2020	
Site & Phase :		Vista Homes		Time:		12:10	
Supplier		-		Req. No.			
Material required before date:		27.07.20		ID No.			

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

Remarks: For

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

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