

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|                                                               |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             |             |                  |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|-----------------------------|-------------|------------------|
| Date:                                                         |                                                                                     | 05/11/20                           |                                                                                                                                                                           | Prepared by:                                                        |                             | Keerthi     |                  |
| PO/WO no.                                                     |                                                                                     | 70329                              |                                                                                                                                                                           | PO / WO Date.                                                       |                             | 10/09/20    |                  |
| Supplier Name                                                 |                                                                                     | Sri parameshwara Eng. Soln Pvt Ltd |                                                                                                                                                                           | PO/WO amount                                                        |                             | 14,230.80.  |                  |
| Firm/Company                                                  |                                                                                     | Vista Homes                        |                                                                                                                                                                           | Project                                                             |                             | Vista Homes |                  |
| Sl. No.                                                       | Bill No.                                                                            | Bill Date                          |                                                                                                                                                                           | Bill amount                                                         |                             |             |                  |
| 1                                                             | 722                                                                                 | 30-09-20                           |                                                                                                                                                                           | 2,950/-                                                             |                             |             |                  |
| 2                                                             |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             |             |                  |
| 3                                                             |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             |             |                  |
| 4                                                             |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             |             |                  |
| Amount A – Bills total(Excluding Transport & Hamali Charges): |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             | 2,950/-     |                  |
| Sl. No.                                                       | DC No                                                                               | DC. Date                           | MRN No.                                                                                                                                                                   | DC matches MRN                                                      |                             |             |                  |
| 1.                                                            |                                                                                     |                                    | 83742                                                                                                                                                                     | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                             |             |                  |
| 2.                                                            |                                                                                     |                                    |                                                                                                                                                                           | <input type="checkbox"/> Yes <input type="checkbox"/> No            |                             |             |                  |
| 3.                                                            |                                                                                     |                                    |                                                                                                                                                                           | <input type="checkbox"/> Yes <input type="checkbox"/> No            |                             |             |                  |
| Amount B –Other Credits : Transportation charges              |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             | -           |                  |
| Amount C –Other Debits :                                      |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             | -           |                  |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:   |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             | 2,950       |                  |
| Amount E – PO / WO value:                                     |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             | 14,231      |                  |
| Amount F – Difference (A – E): GST-18%                        |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             |             |                  |
| Quantity received as per PO /WO                               |                                                                                     |                                    | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below) |                                                                     |                             |             |                  |
| Is difference between PO / Bill acceptable?                   |                                                                                     |                                    | <input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)                                                                                                |                                                                     |                             |             |                  |
| Excess / short material received                              |                                                                                     |                                    | <input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)                                                                |                                                                     |                             |             |                  |
| Close PO / W?O                                                |                                                                                     |                                    | <input type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)                                        |                                                                     |                             |             |                  |
| Advance paid / PDC given (deduct when paying)                 |                                                                                     |                                    | <input checked="" type="checkbox"/> Yes – Rs. /- <input type="checkbox"/> No                                                                                              |                                                                     |                             |             |                  |
| Payment – due date                                            |                                                                                     |                                    | Advance – Full payment                                                                                                                                                    |                                                                     |                             |             |                  |
| Remarks:                                                      |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             |             |                  |
|                                                               |                                                                                     |                                    |                                                                                                                                                                           |                                                                     |                             |             |                  |
| Approved by                                                   | Purchase Officer                                                                    | Purchase Manager                   | Procurement Manager                                                                                                                                                       | MD                                                                  | Accounts – receiver of bill | Accountant  | Accounts Manager |
| Sign:                                                         |  |                                    |                                                                                                                                                                           |                                                                     |                             |             |                  |
| Date                                                          | 06/11/20                                                                            |                                    |                                                                                                                                                                           |                                                                     |                             |             |                  |

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/-

# SP Sri Parameshwara Engineering Solutions (pvt) ltd

Malgi No. 3, Door No. 5-1-283 to 286, Ranigunj, Sec-Bad-03. Ph: 040-66901050, 040-66902017.

Warehouse: Plot No. 14, Temple rock enclave, Tadbund 'X' Roads, Sec-bad. Ph: 99480 75277.

**Tax Invoice**

(ORIGINAL FOR RECIPIENT)

|                                                                                                                                                                                                                                       |                          |                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------------------|
| <b>SRI PARAMESHWARA ENGINEERING SOLUTIONS PRIVATE LIMITED</b><br>Malgi No.3, Door No. 5-1-283 to 286,<br>Ranigunj, Secunderabad.<br>Ph: 040-66901050, 040-66144452<br>GSTIN/UIN: 36AAYCS2123D1ZB<br>State Name : Telangana, Code : 36 | Invoice No.              | Dated                 |
|                                                                                                                                                                                                                                       | <b>SPES/20-21/722</b>    | <b>30-Sep-2020</b>    |
| <b>Buyer</b><br><b>VISTA HOMES</b><br>5-4-187/3 & 4, IInd Floor, M.G Road, Secunderabad<br>GSTIN/UIN : 36AAGFV2068P1ZJ<br>State Name : Telangana, Code : 36<br>Place of Supply : Telangana<br>Contact : 4066335551                    | Delivery Note            | Mode/Terms of Payment |
|                                                                                                                                                                                                                                       |                          | <b>5 DAYS</b>         |
|                                                                                                                                                                                                                                       | Supplier's Ref.          | Other Reference(s)    |
|                                                                                                                                                                                                                                       |                          | <b>SHOP</b>           |
|                                                                                                                                                                                                                                       | Buyer's Order No.        | Dated                 |
|                                                                                                                                                                                                                                       | <b>PO NO:70329/99817</b> | <b>10-Sep-2020</b>    |
|                                                                                                                                                                                                                                       | Despatch Document No.    | Delivery Note Date    |
|                                                                                                                                                                                                                                       |                          |                       |
|                                                                                                                                                                                                                                       | Despatched through       | Destination           |
|                                                                                                                                                                                                                                       | <b>BY AUTO</b>           | <b>SEC-BAD</b>        |
|                                                                                                                                                                                                                                       | Bill of Lading/LR-RR No. | Motor Vehicle No.     |
|                                                                                                                                                                                                                                       |                          | <b>TS10UB5649</b>     |
| Terms of Delivery                                                                                                                                                                                                                     |                          |                       |

| SI No. | Description of Goods                       | HSN/SAC | GST Rate | Quantity | Rate     | per  | Disc. % | Amount     |
|--------|--------------------------------------------|---------|----------|----------|----------|------|---------|------------|
| 1      | Agriculture Panel Box - Sintex(Model-4537) | 8538    | 18 %     | 2 no's   | 1,250.00 | no's |         | 2,500.00   |
|        |                                            |         |          |          |          |      |         | CGST       |
|        |                                            |         |          |          |          |      |         | SGST       |
|        |                                            |         |          |          |          |      |         | 225.00     |
|        |                                            |         |          |          |          |      |         | 225.00     |
|        |                                            |         |          |          |          |      |         | Total      |
|        |                                            |         |          | 2 no's   |          |      |         | ₹ 2,950.00 |

Amount Chargeable (in words)

E. &amp; O.E

**INR Two Thousand Nine Hundred Fifty Only**

| HSN/SAC | Taxable Value | Central Tax |        | State Tax |        | Total Tax Amount |
|---------|---------------|-------------|--------|-----------|--------|------------------|
|         |               | Rate        | Amount | Rate      | Amount |                  |
| 8538    | 2,500.00      | 9%          | 225.00 | 9%        | 225.00 | 450.00           |
| Total   | 2,500.00      |             | 225.00 |           | 225.00 | 450.00           |

Tax Amount (in words) : **INR Four Hundred Fifty Only**Company's PAN : **AAYCS2123D**

Declaration

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

Customer's Seal and Signature

Date &amp; Time : 30-Sep-2020 at 11:44

Company's Bank Details

Bank Name : **STATE BANK OF INDIA**A/c No. : **36612808224**Branch & IFS Code : **SECUNDERABAD MAIN BRANCH & SBIN0000916**for **SRI PARAMESHWARA ENGINEERING SOLUTIONS PRIVATE LIMITED**

Authorised Signatory

This is a Computer Generated Invoice

# Purchase Order

12-09-2020 10:40:53 AM



08.09.20 12:18:45

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

## Supplier Details

Sri Parameshwara Engineering Solutions Pvt Ltd  
5-4-42 to 50/1, Kanhaiyalal Estate, Distillery Road, Ranigunj,  
Secunderabad-500003.

**GSTIN** 36AAYCS2123D1ZB

040-66144452

9100959844

|                   |            |       |
|-------------------|------------|-------|
| <b>Doc No</b>     | 70329      | 99817 |
| <b>Doc Date</b>   | 10-09-2020 |       |
| <b>Quote No</b>   | Nil        |       |
| <b>Quote Date</b> | 10-09-2020 |       |
| <b>SupplyType</b> | Supply     |       |

**Kind Attn : Raghu**

Purchase Order for the Supply of following Items.

| Item Name                                                                     | Qty  | Rate     | Dis% | GST   | Amount           |
|-------------------------------------------------------------------------------|------|----------|------|-------|------------------|
| 1 4547 - Electrical - other - Distribution Board - 3 Phase - nos<br>GSJB 4537 | 2.00 | 1,250.00 | 0.00 | 18.00 | 2,950.00         |
| 2 4547 - Electrical - other - Distribution Board - 3 Phase - nos<br>GSB 7450  | 2.00 | 4,780.00 | 0.00 | 18.00 | 11,280.80        |
| <b>Total Order Value . . .</b>                                                |      |          |      |       | <b>14,230.80</b> |
| Rupees : Fourteen Thousand Two Hundred Thirty and Paise Eighty Only.          |      |          |      |       |                  |

## Terms and Conditions :-

|                              |                                                                                                                                                                                                   |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Specification / Brand</b> | Brand is Sintex model as mentioned above                                                                                                                                                          |
| <b>Payment Terms</b>         | 100% as advance                                                                                                                                                                                   |
| <b>Tax</b>                   | Included in the above prices                                                                                                                                                                      |
| <b>Delivery Date</b>         | With in 4 days                                                                                                                                                                                    |
| <b>Delivery Location</b>     | Vista Homes<br>Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school<br>Phone. Contact: 8790166611                                                                             |
| <b>Penalty For Delay</b>     | Nil                                                                                                                                                                                               |
| <b>Transportation Cost</b>   | Included by us                                                                                                                                                                                    |
| <b>Warranty</b>              | 2 years on prodecu in any mfg defects                                                                                                                                                             |
| <b>Advance Paid</b>          | ..../- vide cheq.no..... dtd..... of yes bank                                                                                                                                                     |
| <b>Other Terms</b>           | We reserve the right to reject items not conforming to quality and specifications, damages are in suppliers accounts if any at the time of purchase, above order is for earthing at site purpose. |
| <b>Completion Date</b>       | Nil                                                                                                                                                                                               |
| <b>Measurment</b>            | Nil                                                                                                                                                                                               |
| <b>Security</b>              | Nil                                                                                                                                                                                               |
| <b>Remarks</b>               | Nil                                                                                                                                                                                               |

For **Vista Homes**  
Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Sri Parameshwara Engineering Solutions Pvt Ltd**

Name : \_\_\_\_\_

Date : \_\_/\_\_/\_\_

# Requisition Form

|                                |  |            |            |
|--------------------------------|--|------------|------------|
| Vista Homes                    |  | Date:      | 08.09.2020 |
| Vista Homes                    |  | Time:      | 04:30      |
|                                |  | Req. No.   | 99817      |
| Material required before date: |  | 11.09.2020 | ID No.     |

| No | Description                   | Size       | Quantity | Units | Inward No | Date |
|----|-------------------------------|------------|----------|-------|-----------|------|
| 1  | 3-phase, 8-way DB (GSJB 4537) | 18"x14"x9" | 02       | No's  |           |      |
| 2  | 3-phase, 8-way DB (GSJB 7450) | 27"x19"x8" | 02       | No's  |           |      |
| 3  |                               |            |          |       |           |      |
| 4  |                               |            |          |       |           |      |
| 5  |                               |            |          |       |           |      |
| 6  |                               |            |          |       |           |      |
| 7  |                               |            |          |       |           |      |
| 8  |                               |            |          |       |           |      |
| 9  |                               |            |          |       |           |      |
| 10 |                               |            |          |       |           |      |

Remarks: For Site use purpose.

|              |            |              |  |
|--------------|------------|--------------|--|
| Prepared By  | T.Madhu    | Approved by  |  |
| Sign. & Date | 08.09.2020 | 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:    | 08.09.2020 |
| Site & Phase :                 |  | Vista Homes | Time:    | 04:30      |
| Supplier                       |  |             | Req. No. |            |
| Material required before date: |  | 14.02.2020  | ID No.   |            |

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

|              |  |              |
|--------------|--|--------------|
| 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.

Internal memo no. 903/25 - purchase division

Date: 20.09.2018

Subject: Electric power supply - use of plastic boxes.

At the moment MS boxes are being used to house distribution boards (db), starters, circuit breakers, isolators, timers, switches, etc. Life of MS boxes is poor and may get electrified due to loose connections. Therefore, from hereon plastic boxes (Sintex brand or equivalent) shall be used in place of MS boxes. The plastic boxes may be fixed to compound wall or independently erected using a frame of 1.5" MS sq box section or L angle. The boxes must be locked with a padlock. The details of the boxes and the uses are given below.

| Sl. No. | Item no.  | Box size        | Rate per box in Rs. | To be used for                                                                       |
|---------|-----------|-----------------|---------------------|--------------------------------------------------------------------------------------|
| 1.      | GSJB 2014 | 9"x 6"x 5" ✓    | 410                 | Use for fixing small starters, switches, timers or isolator                          |
| 2.      | GSJB 2817 | 11"x 6.5"x 5" ✓ | 650                 | Use for fixing small starters, switches, timers or isolator                          |
| 3.      | GSJB 3525 | 14"x 10"x 6" ✓  | 1,000               | For single phase 4/8 way DB or electronic starter for pumps                          |
| 4.      | GSJB 4030 | 15"x 11"x 7" ✓  | 1,100               | For 3 phase 4 way DB.                                                                |
| 5.      | GSJB 4537 | 18"x 14"x 9" ✓  | 1,300 ✓             | For 3 phase 8 way DB.                                                                |
| 6.      | GSJB 7450 | 27"x 19"x 8"    | 4,850               | For 3 phase in and 3 phase out, 8 way DB box used for generator connection in flats. |

Sintex

Soham Modi