PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	07/11/2020	Prepared by:	T.D. Murthy
PO/WO no.	71249	PO / WO Date.	12/10/2020
Supplier Name	Praful Sanitary	PO/WO amount	Rs. 349/-
Firm/Company	Vista Homes	Project	Vista Homes
Sl. No.	Bill No.	Bill Date	Bill amount
1.	478	31/10/2020	Rs. 349/-
2.	-	-	-
3.	-	-	-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 349/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	478	31/10/2020	84686	☑ 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. 349/-
Amount E – PO / WO value:				Rs. 349/-
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	**14/11/2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		APPROVED 07 NOV 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	7/11/20						

Notes: 1. In case amount to be credited to supplier and PO/WO 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/-

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/ 478**	Dated **31-Oct-2020**
Delivery Note **Invoice**	
Supplier's Ref.	Other Reference(s) **Credit**
Buyer's Order No. **71249**	Dated **13-Oct-2020**
Despatch Document No. **Invoice**	Delivery Note Date **31-Oct-2020**
Despatched through **Goods Vehicle**	Destination **Kushaiguda**

Buyer
Vista Homes
5-4-187/3 & 4, IInd Floor, M.G.Road
Secunderabad
GSTIN/UIN : 36AAGFV2068P1ZJ
State Name : Telangana, Code : 36

Sl No.	Description of Goods and Services	HSN/SAC	GST Rate	Quantity	Rate	per	Disc. %	Amount
1	**63mm Pvc Coupler**	3917	18 %	**18 No:**	21.57	No:	23.85 %	**295.66**
	Output CGST							**26.61**
	Output SGST							**26.61**
	ROUNDING OFF							**0.12**
	Total			**18 No:**				**₹ 349.00**

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 70891
Date 06/11
Sign. Alekh

INWARD
Inward No: 25369 Dt: 31/10/20
MRN No: 84686 Dt:
Received By: Sign:
Vista Homes

Amount Chargeable (in words)
Indian Rupees Three Hundred Forty Nine Only

E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3917 99	295.66	9% 9%	26.61	9% 9%	26.61	53.22
Total	**295.66**		**26.61**		**26.61**	**53.22**

Tax Amount (in words) : **Indian Rupees Fifty Three and Twenty Two paise Only**

Company's PAN : **ACWPG4864A**

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

for Praful Sanitary

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 13-10-2020 3:53:44 PM

71249
10.10.20 12:26:27

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. **GSTIN** 36ACWPG864A1ZG 40077300 65526886. 9849624797	**Doc No**	71249	99887
	Doc Date	12-10-2020	
	Quote No	Nil	
	Quote Date	12-10-2020	
	SupplyType	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7393 - Plumbing - PVC - Coupling - Others - nos *63mm*	18.00	21.57	23.85	18.00	348.88
					Total Order Value . . .	**348.88**

Rupees : Three Hundred Fourty Eight and Paise Eighty Eight Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	Within 30 days of delivery.
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. Above order for E block STP 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:	12.10.2020
Site & Phase :	Vista Homes	Time:	16:20
Supplier:		Req. No.	99887
Material required before date:	17.10.20	ID No.	60704

No	Description	Size	Quantity	Units	Inward No	Date
1	PVC Coulping	63mm	18	No's		
2						
3						
4						
5						
6						
7						
8						
9						

₹1249

APPROVED
13 OCT 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: For E- Block Septic tank fixing purpose.

Prepared By	T.Madhu	Approved by	
Sign.& Date	12.10.2020	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:	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.