

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	2/2/21		Prepared by:	PRABHAKAR			
PO/WO no.	74875		PO / WO Date.	17/2/21			
Supplier Name	Shiv Shakti Machine Tools Hardware		PO/WO amount	1770.00			
Firm/Company	Vishk Hony		Project	Vishk Hony			
Sl. No.	Bill No.	Bill Date	Bill amount				
1	202021/4442/25	2/2/21	1770.00				
2							
3							
Amount A – Bills total(Excluding Transport & Hamali Charges):				1770.00			
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN			
1.			89480	☒ Yes ☐ No			
2.			89071	☐ Yes ☐ No			
3.				☐ Yes ☐ No			
Amount B –Other Credits :_Transportation charges/Charges							
Amount C –Other Debits :							
Amount D (D=A+B-C) – Amount to be credited to the supplier:				1770.00			
Amount E – PO / WO value:				1770.00			
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		15/2/21					
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

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/-

Invoice No. 2020-21/4443/SS	Dated 20-Feb-2021
Delivery Note	Mode/Terms of Payment
Supplier's Ref. 4443	Other Reference(s)
Buyer's Order No. 74875-180631	Dated 17-Feb-2021
Despatch Document No.	Delivery Note Date
Despatched through	Destination
Terms of Delivery	

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

[illegible]

INR One Thousand Seven Hundred Seventy Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
96035000	1,500.00	9%	135.00	9%	135.00	270.00
Total	1,500.00		135.00		135.00	270.00

Tax Amount (in words) : INR Two Hundred Seventy Only

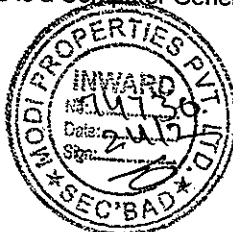
Bank Name : ICICI Bank
A/c No. : 112105501160
Branch & IFS Code : M.G Road & ICIC0001121

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct. Interest will be charged on overdue invoices @ 24 % P.A if more than 45 days.

for Shiv Shakti Machine Tools Hardware and Electricals

Authorised Signatory

This is a Computer Generated Invoice



-Requisition Form

Company Name:	Vista Homes	Date:	13.02.2021
Site & Phase :	Vista Homes	Time:	12:33
Supplier:		Req. No.	180631
Material required before date:	17.02.2021	ID No.	63935

No	Description	Size	Quantity	Units	Inward No	Date
1	Wire Brush		20	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: For Site use Purpose.

Prepared By	T.Madhu	Approved by	
Sign. & Date	13.02.21	Sign. & Date	

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

APPROVED BY
15 FEB 2021
SOHAM MOJI
MANAGING DIRECTOR

Purchase Order



74875

16.02.21 11:18:37

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17-02-2021 10:35:55 AM

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

Supplier Details

Shiv Shakti Machine Tools Hardware & Electricals
2-3-7, MG Road, Beside ICICI Bank, Secunderabad-03,(T,S)

GSTIN 36ADQFS9120G1ZQ

8121002491

8374457644

Doc No	74875	180631
Doc Date	17-02-2021	
Quote No	Nil	
Quote Date	29-01-2021	
SupplyType	Supply	

Kind Attn : Mr.Shivang Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4007 - Consumables - Cleaning Brush - NA - nos wire brush	20.00	75.00	0.00	18.00	1,770.00
Total Order Value . . .					1,770.00
Rupees : One Thousand Seven Hundred Seventy Only.					

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of the Bill
Tax	Included in the 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
Penalty For Delay	NIL
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	NIL
Other Terms	We reserve the right to reject the item not confirming to the specifications . This Order is for Site Use purpose
Completion Date	NIL
Measurment	NIL
Security	NIL
Remarks	

For **Vista Homes**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Shiv Shakti Machine Tools Hardware &**

Name : _____

Date : __/__/__