

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		05/04/2021		Prepared by:		NEHA	
PO/WO no.		76016		PO / WO Date.		30/3/2021	
Supplier Name		Shiv Shakti Machine Tools Hardware & Electricals		PO/WO amount		2,478	
Firm/Company		Vista Homes		Project		Vista Homes	
Sl. No.	Bill No.	Bill Date	Bill amount				
1	2021-22/5/55	01/04/2021	2,478/-				
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,478				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	/	/	90855	☐ 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:			2,478				
Amount E – PO / WO value:			2,478				
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			10/04/2021				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:				06 APR 2021			
Date	05/4/21	05/4					

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/-

Tax Invoice



Shiv Shakti Machine Tools Hardware and Electricals
2-3-7, M.G Road, Secunderabad.
Ph: 040-40030129
GSTIN/UIN: 36ADQFS9120G1ZQ
State Name : Telangana, Code : 36
E-Mail : ssmsecunderabad@gmail.com

Invoice No. 2021-22/5/SS Delivery Note	Dated 1-Apr-2021 Mode/Terms of Payment
Supplier's Ref. 5	Other Reference(s)
Buyer's Order No. 76016-180728	Dated 30-Mar-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

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	PPT- Slim Cut Yellow 5"	8202	20 pc	105.00	pc		2,100.00
	CGST						189.00
	SGST						189.00
Total			20 pc				₹ 2,478.00

Amount Chargeable (in words)

E. & O.E

INR Two Thousand Four Hundred Seventy Eight Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
8202	2,100.00	9%	189.00	9%	189.00	378.00
Total	2,100.00		189.00		189.00	378.00

Tax Amount (in words) : **INR Three Hundred Seventy Eight Only**

Company's Bank Details

Bank Name : ICICI Bank

A/c No. : 112105501160

Branch & IFS Code : M.G Road & ICIC0001121

Declaration

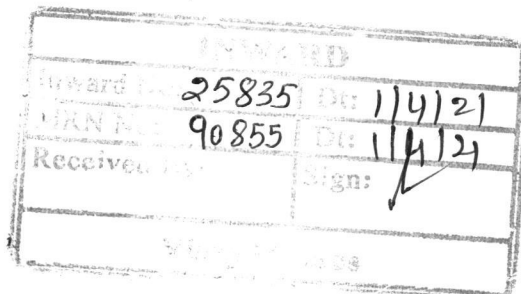
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct. Interest will be charged on overdue invoices @ 24 % P.A if more than 45 days.

for Shiv Shakti Machine Tools Hardware and Electricals

Authorised Signatory



This is a Computer Generated Invoice



Purchase Order



76016

30.03.21 4:51:31

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30-03-2021 4:57:29 PM

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, Secunderbad-03,(T,S)

GSTIN 36ADQFS9120G1ZQ
8121002491

8374457644

Doc No	76016	180728
Doc Date	30-03-2021	
Quote No	Nil	
Quote Date	30-03-2021	
SupplyType	Supply	

Kind Attn : Mr.Shivang Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 9550 - Tools - Machine Blade - other - nos wall cutting blade 5'	20.00	105.00	0.00	18.00	2,478.00
Total Order Value . . .					2,478.00

Rupees : Two Thousand Four Hundred Seventy Eight Only.

Terms and Conditions :-

Specification / 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 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 cellar purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Vista Homes**
Authorised Signatory

Accepted the above Terms And Conditions

For **Shiv Shakti Machine Tools Hardware &**Name : 

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Vista Homes		Date:		29.03.2020	
Site & Phase :		Vista Homes		Time:		12:00	
Supplier:				Req. No.		180728	
Material required before date:		31.03.21		ID No.		65040	

No	Description	Size	Quantity	Units	Inward No	Date
1	Wall cutting blades	6"	20	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: For F block cellar purpose.

Prepared By		Md. Khadar		Approved by			
Sign. & Date		29.03.21		Sign. & Date		APPROVED 30 MAR 2021 P. PRABHAKAR Sr. MANAGER PURCHASE	

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

Requisition Form

Company Name:		Vista Homes		Date:		02.12.2020	
Site & Phase :		Vista Homes		Time:		17:20	
Supplier				Req. No.			
Material required before date:		02.12.2020		ID No.			

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

Remarks: For

Prepared By		T.Madhu		Approved by			
Sign. & Date		02.12.20		Sign. & Date			

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