

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 10/5/21		Prepared by: Anbhakar					
PO/WO no. 76783		PO / WO Date. 28/4/21					
Supplier Name: G. S. Venkatesh & Son		PO/WO amount: 1795-00					
Firm/Company: Viskatthom		Project: Viskatthom					
Sl. No.	Bill No.	Bill Date	Bill amount				
1	693	4/5/21	1795-00				
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):			1795-00				
Sl. No.	DC.No	DC. Date	MRN No.	DC matches MRN			
1.	/	/	91754	<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/Charges							
Amount C –Other Debits :							
Amount D (D=A+B-C) – Amount to be credited to the supplier:			1795-00				
Amount E – PO / WO value:			1795-00				
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 checked="" 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 type="checkbox"/> Yes – Rs. <u>4/-</u> <input checked="" type="checkbox"/> No					
Payment – due date		17/5/21					
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	10/5/21						

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

(ORIGINAL FOR RECIPIENT)



GANJI VENKANNAH & SONS 20-22
 5-5-97, GANJI CHAMBERS, RANIGUNJ,
 SECUNDERABAD -500 003 (T.S)
 GSTN/SAC : 36AABFG9288K1ZT
 PH NO :27710339-27719935
 MOB NO :9848036757

Invoice No. 693	Dated 4-May-2021
Delivery Note DIRECT	Mode/Terms of Payment CREDIT
Supplier's Ref.	Other Reference(s)
Buyer's Order No. 76783	Dated 27-Apr-2021
Despatch Document No.	Delivery Note Date 4-May-2021
Despatched through	Destination

Consignee
VISTA HOMES
 5-4-187/3 & 4, II ND FLOOR,
 M G ROAD, SECUNDERABAD
 8790166611
 GSTIN/UIIN : 36AAGFV2068P1ZJ
 State Name : Telangana, Code : 36

Buyer (if other than consignee)
VISTA HOMES
 5-4-187/3 & 4, II ND FLOOR,
 M G ROAD, SECUNDERABAD
 8790166611
 GSTIN/UIIN : 36AAGFV2068P1ZJ
 State Name : Telangana, Code : 36

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	AP APCO GLS ENML - GOLDEN YELLOW PGE 4 LTR	3208	1 Nos	843.22	Nos		843.22
2	PAINT THINNER 4 LTR	3805	2 Nos	338.98	Nos		677.96
							1,521.18
CGST							136.91
SGST							136.91
Total			3 Nos				₹ 1,795.00

INWARD	
Inward No: 25910	Dt: 4/5/21
MRN No: 91754	Dt: 4/5/21
Received By:	Sign:
Vista Homes	



Amount Chargeable (in words) **₹ 1,795.00**
 E. & O.E

INR One Thousand Seven Hundred Ninety Five Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
3208	843.22	9%	75.89	9%	75.89	151.78
3805	677.96	9%	61.02	9%	61.02	122.04
Total	1,521.18		136.91		136.91	273.82

Tax Amount (in words) : **INR Two Hundred Seventy Three and Eighty Two paise Only**

Company's Bank Details
 Bank Name : City Union Bank 38495
 A/c No. : 076109000038495
 Branch & IFS Code : M G Road Secunderabad & CIUB0000076
 for GANJI VENKANNAH & SONS 20-22

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



Authorised Signatory

Requisition Form

Company Name:		Vista Homes		Date:		28.04.21	
Site & Phase :		Vista Homes		Time:		11:37	
Supplier:			Req. No.		180777		
Material required before date:			30.04.21		ID No.		
						65777	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Enamel paint (yellow)		05	liters			
2	Enamel paint (black)		10	liters			
3	Enamel paint (white) #6782		5	liters			
4	Carpenter oil #6783		10	liters			
5							
6							
7							
8							
9							
10							
Remarks: For E Block crub stone painting purpose.							
Prepared By		Md.Khadar		Approved by			
Sign. & Date		28.04.21		Sign. & Date			

P. PRAABHAKAR
 Sr. MANAGER PURCHASE
 30 APR 2021
 APPROVED

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

Purchase Order

Page(s) 1 Of 1

28-04-2021 16:25:54

Origin:



76783

16.04.21 1:14:54

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

Supplier Details

Ganji Venkannah & sons (Asian Paints)
#5-5-97/2, Ganji chambers, Ranigunj, Secunderabad-500003 A.P.India.

GSTIN 36AABFG9288K1ZT
27710339,27719935,277807357

040-40146505

Doc No	76783	180777
Doc Date	28-04-2021	
Quote No	Nil	
Quote Date	28-04-2021	
SupplyType	Supply	

Kind Attn : Mr.Ganji Ashok

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6527 - Paints - Enamel - 4ltrs - buckets Yellow	1.00	995.00	0.00	0.00	995.00
2 6595 - Paints - Turpentine Oil - 4ltrs - buckets	2.00	400.00	0.00	0.00	800.00
Total Order Value . . .					1,795.00

Rupees : One Thousand Seven Hundred Ninty Five Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working 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 stock replanish, purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Vista Homes**
Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Ganji Venkannah & sons (Asian Paints)**

Name : _____

Date : ___/___/___