

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 26/6/2021		Prepared by: Snehapriya	
PO/WO no. 64082		PO / WO Date. 18/12/2019	
Supplier Name mahaveer flavo plywood		PO/WO amount 42,472/-	
Firm/Company Vista Homes		Project Vista Homes	
Sl. No.	Bill No.	Bill Date	Bill amount
1	126/2020-21/71	24/6/2021	42,473/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			42,473/-
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN.
1.	/	/	☒ 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:			42,472/-
Amount E – PO / WO value:			42,473/-
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. 21,232/- ☐ No	
Payment – due date		28/6/21	
Remarks: Advance payment done to the supplier and material is supplied to site.			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign: Snehapriya			
Date: 26/6/21			

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/-

Purchase Order

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

Supplier Details

Mahaveer Glasss Ply wood
Plot No.53, Bhavani Complex, Mallapur, Nacharam, Hyderabad-500 076..

GSTIN -

9246118825/9440684764.

9246118825 / 9440684764

Doc No	64082	99277
Doc Date	18-12-2019	
Quote No	Nil	
Quote Date	23-02-2018	
SupplyType	Supply	

Kind Attn : Mr. Dhansukh Patel/Ramesh Patel

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 2245 - Carpentry -glass - Plain glass - other - sft Toughen glass - Balcony french door sliding with patch fitting - 7' x 6' x 12mm thick - 02nos	84.00	428.50	0.00	18.00	42,472.92
Total Order Value . . .					42,472.92
Rupees : Fourty Two Thousand Four Hundred Seventy Two and Paise Ninty Two Only.					

Terms and Conditions :-

Specification / Brand	Above rates are approved by M.D. on dtd. 23/12/2016. Glass shall be of 'Modi Guard' or 'Saint Gobain' brand & Patch fittings of 'Ozone' brand.
Payment Terms	50% as advance & balance 50% on delivery of all materials and production of bill.
Tax	All taxes are included in above prices
Delivery Date	Within 4days
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	Included.
Warranty	Nil
Advance Paid	Rs. 21,237/- advance to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for flat no. F- 006,402 purpose.
Completion Date	Work shall be completed within 4 days from the date of the work order.
Measurment	Nil
Security	Nil
Remarks	Nil

For **Vista Homes**

Authorised Signatory

Name : _____

Name : _____

Accepted the above Terms And Conditions

For **Mahaveer Glasss Ply wood**

Date : __/__/__

60082

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Purchase Order

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Original / Office Copy / Purchase Div.Copy

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

Draft PO for Approval**Supplier Details**

Mahaveer Glasss Ply wood
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GSTIN -

9246118825/9440684764.

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Security	Nil
Remarks	Nil

APPROVED BY
17 DEC 2019
SONAM MODI
MANAGING DIRECTOR

[Signature]
17/12/19

For **Vista Homes**

Authorised Signatory

Draft PO for Approval

Accepted the above Terms And Conditions

For **Mahaveer Glasss Ply wood**

Name : _____

Name : _____

Date : ____/____/____