PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	13/11/21	Prepared by:	Khadal
PO/WO no.	81107	PO / WO Date.	29/9/21
Supplier Name	Sri balaji enterprises.	PO/WO amount	2,0651-
Firm/Company	VistaHomes	Project	VistaHomes
Sl. No.	Bill No.	Bill Date	Bill amount
1	112	7/10/21	2,0651-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,0651—

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	112	7/10/21	97552	☑ 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:	20651-
Amount E – PO / WO value:	20651-
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	15/11/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 14 NOV 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	13/11/21	13/11					

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

SRI BALAJI ENTERPRISES # 14-1-418, NEAR ROCKET GROUND NEW AGHAPURA HYDERABAD 500001 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana	Invoice No. 112 Place of Supply 36-Telangana Vehicle Number TS10UB-3123	Date 07-10-2021 PO number 81147
Bill To **VISTA HOMES** 5-4-187/3 & 4 ,2FLOOR M G ROAD SECUDEABAD -500003 Contact No.: 9502277299 GSTIN Number: 36AAGFV2068P1ZJ State: 36-Telangana	Ship To VISTA HOMES ECIL	

#	Item name	HSN/ SAC	Size	Quantity	Price/ Unit	GST	Amount
1	SELF DRILL SCREWS	8302	1"X8MM	500	₹ 3.50	₹ 315.00 (18.0%)	₹ 2,065.00
	Total			**500**		**₹ 315.00**	**₹ 2,065.00**

Invoice Amount In Words

Two Thousand and Sixty Five Rupees only

Amounts:	
Sub Total	₹ 2,065.00
Total	**₹ 2,065.00**
Received	₹ 0.00
Balance	₹ 2,065.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
8302	₹ 1,750.00	9.0%	₹ 157.50	9.0%	₹ 157.50	₹ 315.00
Total	**₹ 1,750.00**		**₹ 157.50**		**₹ 157.50**	**₹ 315.00**

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder's Name: SRI BALAJI ENTERPRISES

Terms and conditions:

Thanks for doing business with us!

For, SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES SBE HYD.

Authorized Signatory

INWARD	
Inward No: 26068	Dt: 7/10/21
MRN No: 97552	Dt: 7/10/21
Received By	Sign:

Vista Homes

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 96614
Date: 4/10/24
Sign: [illegible]

Purchase Order

 30-09-2021 3:14:36 PM

Ori 81147
27.09.21 3:10:20

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

Supplier Details

Sri Balaji Enterprises
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001

GSTIN 36AEIPJ0494H1ZF

9030605690

Doc No	81147	180875
Doc Date	29-09-2021	
Quote No	NIL	
Quote Date	27-09-2021	
SupplyType	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2158 - Carpentry - hardware - Self Drill Screws - other - nos 1"	500.00	3.50	0.00	18.00	2,065.00
					Total Order Value . . .	**2,065.00**

Rupees : Two Thousand Sixty Five Only.

Terms and Conditions :-

Specification /	As per details given in the quotation, 500 peice packet.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	With in 3 days
Delivery Location	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: Mr. Khader - 7893844733
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs.Above order for E block part 2 MS sheets fiing purpose.
Completion Date	Nil.
Measurment	Nil
Security	Nil
Remarks	

For *Vista Homes*
Authorised Signatory

Name : 01/10/2021

Accepted the above Terms And Conditions
For *Sri Balaji Enterprises*

Name : ____________

Date : __/__/____

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Requisition Form

Company Name:	Vista Homes		
Site & Phase :	Vista Homes	Date:	27.09.21
Supplier:		Time:	12:30
		Req. No.	180875
Material required before date:	1.10.21	ID No.	69747

No	Description	Size	Quantity	Units	Inward No	Date
1	Self drilling screws (8 no.) 81147	1"	500	No's		
2	Pin type anchor bolts ~~81146~~	8mm	100	No's		
3	Screws 81131	8 x 32	500	No's		
4	Fishers	5mm	5	Box's		
5						
6						
7						
8						
9						
10						

Remarks: For E-block part 2 MS sheets fixing purpose.

Prepared By	Md.Khadar	Approved by	T. Madhu
Sign.& Date	27.09.21	Sign. & Date	28 SEP 2021

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

APPROVED
28 SEP 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Requisition Form

Company Name:	Vista Homes		
Site & Phase :	Vista Homes	Date:	
Supplier	-	Time:	
		Req. No.	
Material required before date:	08.09.2021	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						

Remarks: For Sale's and Site office purpose

Prepared By	T.Madhu	Approved by	T. Madhu
Sign.& Date	07.09.2021	Sign. & Date	

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