PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/1/2022	Prepared by	Ramya	Serial no.	--1510
Supplier name	Ganji venkannah & Sons			HO inward no.	
Firm/Company	Vista Homes	Project	Vista Homes	HO received date	
PO/WO date	04.01.2022	PO/WO No.	84230	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	5006	07.01.2022	3,220.00	☑ Yes ☐ No
2.			/	☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			3,220.00
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:	102241	Proof of delivery matches MRN	☑ 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:			3,220.00
Amount E – PO / WO value:			3,219.98
Amount F – Difference (A – E):			—

Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Part received
Close PO / WO	☑ Yes ☐ No – wait for balance material ☐ Other
Payment – due date	24.01.2022
Remarks:	— Final Bill —

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	[signature]				
Date	20/01/2022				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

TAX INVOICE *(ORIGINAL FOR RECIPIENT)*

GANJI VENKANNAH & SONS
5-5-97,GANJI CHAMBERS,RANIGUNJ,
SECUNDERABAD -500 003 (T.S)
GSTN/SAC : 36AABFG9288K1ZT
PH NO :27710339-27719935
MOB NO :8247540893

Invoice No. **5006**	Dated **7-Jan-22**
Delivery Note **direct**	Mode/Terms of Payment **Credit**
Reference No. & Date.	Other References
Buyer's Order No. **84230**	Dated **4-Jan-22**
Dispatch Doc No.	Delivery Note Date **7-Jan-22**
Dispatched through	Destination
Terms of Delivery	

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

Buyer (Bill to)
VISTA HOMES
5-4-187/3 & 4,II ND FLOOR,
M G ROAD, SECUNDERABAD
8790166611
GSTIN/UIN : 36AAGFV2068P1ZJ
State Name : Telangana, Code : 36

SI No.	Description of Goods	HSN/SAC	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**CR WHITE PAINT 4LTR**	3208	**2 Nos**	1,279.99	1,084.74	Nos		**2,169.48**
2	**CR WHITE PAINT 1LTR**	3208	**2 Nos**	330.00	279.66	Nos		**559.32**
								2,728.80
	CGST							**245.59**
	SGST							**245.59**
	Round Off							**0.02**
	Total		**4 Nos**					**₹ 3,220.00**

INWARD
Inward No: 26118 Dt: 06/01/22
MRN No: 10224l Dt: 14/01/22
Received By: Sign:

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 89692
Date: 14/01
Sign:

E. & O.E

Amount Chargeable (in words)
INR Three Thousand Two Hundred Twenty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3208	2,728.80	9%	245.59	9%	245.59	491.18
Total	2,728.80		245.59		245.59	491.18

Tax Amount (in words) : **INR Four Hundred Ninety One and Eighteen paise Only**

GANJI VENKANNA AND SNOS SEC-BAD

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

for GANJI VENKANNAH & SONS

Authorised Signatory

This is a Computer Generated In...

Purchase Order

 04-01-2022 15:55:38

84230 .Copy

5:44:07

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)	**Doc No**	84230	180905
#5-5-97/2, Ganji chambers, Ranigunj,Secunderabad-500003 A.P.India.	**Doc Date**	04-01-2022	
	Quote No	Nil	
GSTIN 36AABFG9288K1ZT 040-40146505	**Quote Date**	04-01-2022	
27710339,27719935,277807357	**SupplyType**	Supply	

Kind Attn : Mr.Ganji Ashok

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6580 - Paints - Rubber Paint - NA - ltrs *White- 04ltrs*	2.00	1,084.74	0.00	18.00	2,559.99
2	6580 - Paints - Rubber Paint - NA - ltrs *White -01ltrs*	2.00	279.66	0.00	18.00	660.00
	Total Order Value . . .					**3,219.98**

Rupees : Three Thousand Two Hundred Ninteen and Paise Ninty Eight Only.

Terms and Conditions :-

Specification /	Item in shall be of Asian Brand.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	next day fo PO
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 to reject items not conforming to quality and specifications. Above order for E & F-Block car parking lines purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

For ***Vista Homes***

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

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

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	27.12.21
Site & Phase :	Vista Homes	Time:	14:32
Supplier:		Req. No.	180905
Material required before date:	30.12.21	ID No.	72624

No	Description	Size	Quantity	Units	Inward No	Date
1	Rubber paint (white colour)	10 ltrs	01	No's		
2						
3						
4						
5						
6	84230					
7						
8						
9						
10						

Remarks: For E and F block car parking lines purpose.

Prepared By	Md.Khadar	Approved by	T. Madhu
Sign.& Date	27.12.21	Sign. & Date	

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

APPROVED
04 JAN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

Requisition Form

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