PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29/01/22	Prepared by	Vanajakshi	Serial no.	- UL2NA
Supplier name	Ganji venkannah & sons (Asian paints)			HO inward no.	
Firm/Company	Vista homes	Project	Vista Homes	HO received date	
PO/WO date	8/01/22	PO/WO No.	84340	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	5146	17/01/22	280/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	280/-

Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	102587	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:	280/-
Amount E – PO / WO value:	280/-
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	7/02/2022
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	[signature]				
Date	29/01/22				
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. **5146**	Dated **17-Jan-22**
Delivery Note **DIRECT**	Mode/Terms of Payment **CREDIT**
Reference No. & Date.	Other References
Buyer's Order No. **84340**	Dated **17-Jan-22**
Dispatch Doc No.	Delivery Note Date **17-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

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**REDOXIDE AMPRO 1 LTR**	32089022	**1 Nos**	189.98	161.00	Nos		**161.00**
2	**PAINT THINNER 1LTR**	3805	**1 Nos**	90.00	76.27	Nos		**76.27**
								237.27
	CGST							**21.35**
	SGST							**21.35**
	Round Off							**0.03**
	Total		**2 Nos**					**₹ 280.00**

INWARD
ard No: 26126 Dt: 17/01/22
N No: 102887 Dt: 21/01/22
eceived By: Sign:
Vista Homes

Amount Chargeable (in words) *E. & O.E*

INR Two Hundred Eighty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
32089022	161.00	9%	14.49	9%	14.49	28.98
3805	76.27	9%	6.86	9%	6.86	13.72
Total	**237.27**		**21.35**		**21.35**	**42.70**

Tax Amount (in words) **INR Forty Two and Seventy paise Only**

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 90218
Date: 29/01
Sign:

GANJI VENKANNA AND SONS SECBAD

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 Invoice

Purchase Order

 08-01-2022 15:28:46 Ori

84340
08.01.22 11:42:53

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**	84340	180911
#5-5-97/2, Ganji chambers, Ranigunj,Secunderabad-500003 A.P.India.	**Doc Date**	08-01-2022	
	Quote No	Nil	
GSTIN 36AABFG9288K1ZT 040-40146505	**Quote Date**	08-01-2022	
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	6567 - Paints - Metal primer(red oxide) - NA - ltrs *1ltrs*	1.00	161.00	0.00	18.00	189.98
2	6596 - Paints - Turpentine Oil - NA - ltrs *1ltrs*	1.00	76.27	0.00	18.00	90.00
				Total Order Value . . .		**279.98**

Rupees : Two Hundred Seventy Nine and Paise Ninty Eight Only.

Terms and Conditions :-

Specification /	All items shall be of 1st quality.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next day.
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 HVAC purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Vista Homes*

Authorised Signatory

Name : 10/01/2022

Name : ____________

Accepted the above Terms And Conditions

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

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	07.01.22
Site & Phase :	Vista Homes	Time:	14:30
Supplier:		Req. No.	180911
Material required before date:	10.01.22	ID No.	72746

No	Description	Size	Quantity	Units	Inward No	Date
1	Red oxide 190/-	1ltrs	01	No's		
2	Turpentine oil 990/.	1ltrs	01	No's		
3						
4						
5						
6	84340					
7						
8						
9						
10						

Remarks: For E-block Ducts rods painting work purpose

APPROVED
10 JAN 2022
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	M.Sanketh	Approved by	
Sign.& Date	07.01.22	Sign. & Date	

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

Requisition Form

Company Name:	Vista Homes	Date:	
Site & Phase :	Vista Homes	Time:	
Supplier	-	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.