

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 3/2/22		Prepared by: <i>[Signature]</i>		Serial no. 2261																															
Supplier name: SSKWP				HO inward no.																															
Firm/Company: Vista		Project: Vista		HO received date																															
PO/WO date: 29/1/22		PO/WO No: 84982		Scan ID:																															
Sl no.	Bill no.	Bill date	Bill amount	Original attached																															
1.	21825	2/2/22	4470/-	☒ Yes ☐ No																															
2.				☐ Yes ☐ No																															
3.				☐ Yes ☐ No																															
4.				☐ Yes ☐ No																															
Amount A – Bills total (Excluding Transport & Hamali Charges):				1470/-																															
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report																																			
MRN nos.:	103143		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:				1470/-																															
Amount E – PO / WO value:				1470/-																															
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		14/2/22																																	
Remarks:																																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Approved by</td> <td>Purchase Officer</td> <td>Purchase Manager</td> <td>MD</td> <td>Accountant</td> <td>Accounts Manager</td> </tr> <tr> <td>Name:</td> <td><i>[Signature]</i></td> <td><i>[Signature]</i></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sign:</td> <td><i>[Signature]</i></td> <td><i>[Signature]</i></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Date</td> <td>3/2/22</td> <td>03 FEB 2022</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Approval limit</td> <td>Upto 20k</td> <td>Above 20k</td> <td>Above 100k</td> <td>Upto 20k</td> <td>Above 20k</td> </tr> </table>						Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager	Name:	<i>[Signature]</i>	<i>[Signature]</i>				Sign:	<i>[Signature]</i>	<i>[Signature]</i>				Date	3/2/22	03 FEB 2022				Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager																														
Name:	<i>[Signature]</i>	<i>[Signature]</i>																																	
Sign:	<i>[Signature]</i>	<i>[Signature]</i>																																	
Date	3/2/22	03 FEB 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

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details				Invoice No.		21825		
Vista Homes Kapra, Opp to MRR School, Ecil SY.no.193 GSTIN : 36AAGFV2068P1ZJ								

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 1

29-01-2022 17:23:25



08.01.22 12:01:49

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

Supplier Details

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	84982	180921
Doc Date	29-01-2022	
Quote No	Nil	
Quote Date	29-01-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7323 - Plumbing - sanitary - Washbasin rag bolts - NA - pairs	2.00	168.00	0.00	18.00	396.48
2 7319 - Plumbing - sanitary - Wall hung rag bolts - NA - nos	2.00	317.00	0.00	18.00	748.12
3 10085 - Plumbing - CPVC - CPVC Tank adapter - 3/4 In - nos	6.00	46.00	0.00	18.00	325.68
Total Order Value . . .					1,470.28
Rupees : One Thousand Four Hundred Seventy and Paise Twenty Eight Only.					

Terms and Conditions :-

Specification /	All Items are Parryware brand-Cascade model, white colour.
Payment Terms	After Delivery & Production of bill
Tax	GST included in above price.
Delivery Date	Within 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
Penalty 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 block Flats 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 : 31/01/2022

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : / /

Requisition Form

Company Name:		Vista Homes		Date:		29.01.2022	
Site & Phase :		Vista Homes		Time:		14:30	
Supplier:				Req. No.		180921	
Material required before date:		05.02.22		ID No.		73350	

No	Description	Size	Quantity	Units	Inward No	Date
1	Rack bolts (wash basin)		02	No's		
2	Wall hung SS bolts		02	No's		
3	CPVC tank nipples	3/4"	06	No's		
4						
5						
6						
7						
8						
9						
10						

Remarks: For E block Flats purpose

Prepared By	V. Sanketh	Approved by	
Sign. & Date	29.01.22	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		Approved by	
Sign. & Date		Sign. & Date	

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