

PURCHASE DIVISION
Advice for approval for credit to supplier

(8)

Date: 25/3/22		Prepared by: <i>Prabha</i>		Serial no. 2450	
Supplier name: Vivid world				HO inward no.	
Firm/Company: MRM Sengul & Co		Project: Ho		HO received date	
PO/WO date: 21/3/22		PO/WO No. 86721		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2302	21/3/22	389.40/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 389.40/-

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

MRN nos.:	Proof of delivery matches MRN ☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges: —

Amount C – Other Debits : —

Amount D (D=A+B-C) – Amount to be credited to the supplier: 389/-

Amount E – PO / WO value: 389/-

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: 28/3/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	<i>Prabha</i>	<i>Prabha</i>			
Sign:	<i>Prabha</i>	<i>Prabha</i>			
Date	25/3/22	26 MAR 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.

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 2302

Transport Mode :

Invoice Date :21/03/2022

Vehicle Number :

Reverse Charge (Y/N) :

Date of Supply :

State : TELANGANA

Code

36

Bill to Party

Ship to Party

Address: M/s. MODI REALTY MIRYALGUDA LLP,
5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG RD, SECBAD

GST: 36ABCFM6774G2ZZ

GSTIN :

State : TELANGANA

Co
de

State :

Code

INWARD	
Inward No: 843	Dr: 21/03/22
MRN No:	Dr:
Received By: <i>Sumesh</i>	<i>(Signature)</i>

RS. THREE HUNDRED EIGHTY NINE AND FORTY PAISE ONLY...

(RS.389.40)

ADD :CGST 9%

ADD: SGST 9%

Total Amount After Tax

330.00

29.70

29.70

389.40

Bank Details	
Bank Name	: INDIAN BANK
Branch	: Narayanguda Branch
Bank A/C	: 406746378
Bank IFSC	: IDIB000N015

Common Seal

Certified that the particulars given above are true and correct

For **VIVID WORLD**

Authorized Signatory

Purchase Order

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24-03-2022 11:35:48



86721

16.03.22 2:13:34

From Company : **Modi Realty (Miryalguda) LLP**
5-4-187/3&4, II nd Floor, M.G.Road, Secunderabad-500 003.
G S T No. : 36ABCFM6774G2ZZ

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	86721	183452
Doc Date	21-03-2022	
Quote No	Nil	
Quote Date	21-03-2022	
SupplyType	Supply	

Kind Attn : Mr. Vishal

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3523 - Computers and Peripherals - Toner refill - NA - nos 12A	1.00	230.00	0.00	18.00	271.40
2 3530 - Computers and Peripherals - Toner Magnet - Other - nos PCR	1.00	100.00	0.00	18.00	118.00
Total Order Value . . .					389.40

Rupees : Three Hundred Eighty Nine and Paise Fourty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Same Day
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penalty For Delay	Nil
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not conforming to quality and specifications. Above order for Head office 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 **Modi Realty (Miryalguda) LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Modi Realty Miryalguda		Date:		21-03-2022	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		183452	
Material required before date:			ID No.			74942	
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A Toner refilling		1	No			
2	12A toner pcr		1	No			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for Head Office							
Prepared By		Suneel		Approved by			
Sign & Date		21-03-2022		Sign & Date			

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

