

PURCHASE DIVISION  
Advice for approval for credit to supplier

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Date:	25/3/22	Prepared by	Monu	Serial no.	2453
Supplier name	Vivid world			HO inward no.	
Firm/Company	MMRKHHP	Project	Ho	HO received date	
PO/WO date	21/3/22	PO/WO No.	86712	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	2301	21/3/22	654.901-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				654.901-	
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos.:	-			Proof of delivery matches MRN	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Amount B – Other Credits : Transportation charges				-	
Amount C – Other Debits :				-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:				654.901-	
Amount E – PO / WO value:				654.901-	
Amount F – Difference (A – E):				-	
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other			
Payment – due date		28/3/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Monu				
Sign:	[Signature]				
Date	25/3/22				
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.

# M/s. VIVID WORLD

A Complete Solution for all your cartridge needs

Flat No. 503, G2 Block, Indu Aranaya Pallavi Apts., Bandlaguda,  
Nagole, Hyderabad – 500 068, Telangana State. Tel : +91-9246215868

GSTIN : 36AVTPS1528D1ZB

## TAX INVOICE

Invoice No. : 2301	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

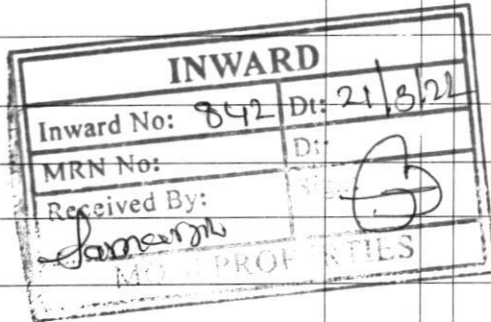
Address: M/s. MEHTA & MODI REALTY (KOWKOOR) LLP,  
5-4-187/3&4, 2<sup>ND</sup> FLOOR, SOHAM MANSION, MG RD, SECBAD

GST: 36ABLFM7631F1Z3

GSTIN :

State : TELANGANA Code State : Code

Product Description	HSN Code	UOM	Qty.	Rate	Amount	TAXABLE VALUE	CGST		SGST		TOTAL
							RATE	AMT	RATE	AMT	
HP 12A LASER TONER REFILLING	3707		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
HP 12A LASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
					555.00	99.90					654.90



RS. SIX HUNDRED FIFTY FOUR AND NINTY PAISE ONLY...  
(RS.654.90)



ADD :CGST 9%	49.95
ADD: SGST 9%	49.95
Total Amount After Tax	654.90

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

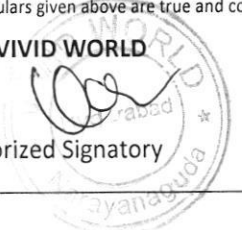
[Signature]

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory



1875  
No. 100  
1000

# Purchase Order

Page(s) 1 Of 1

24-03-2022 11:35:48

From Company : **Mehta & Modi Realty Kowkur LLP**  
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-  
G S T No. : 36ABLFM7631F1Z3



86717

16.03.22 2:13:34

## Supplier Details

Vivid World  
204, Kubera Towers, Narayanaguda, Hyderabad.

**GSTIN** 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

<b>Doc No</b>	86717	183453
<b>Doc Date</b>	21-03-2022	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	21-03-2022	
<b>SupplyType</b>	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 3522 - Computers and Peripherals - Toner drum - NA - nos 12A	1.00	325.00	0.00	18.00	383.50
<b>Total Order Value . . .</b>					<b>654.90</b>

Rupees : Six Hundred Fifty Four and Paise Ninty 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 HO 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 **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_/\_\_/\_\_

## Requisition Form

Company Name:		Mehta & Modi Realty kowkooor		Date:		21-03-2022	
Site & Phase :		Head office		Time:			
Supplier				Req. No.		183453	
Material required before date:					ID No.		74943
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A toner refilling		1	No			
2	12A Toner Drum		1	No			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for HO							
Prepared By		Suneel		Approved by			
Sign & Date		21-03-2022		Sign. & Date			

66717

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**APPROVED**

**23 MAR 2022**

D. PRASHAKAR  
Sr. Manager Purchase

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