

PURCHASE DIVISION
Advice for approval for credit to supplier

⑧

Date: 6/4/22		Prepared by: <i>Monu</i>		Serial no.: 2861	
Supplier name: <i>Vivid world</i>				HO inward no.	
Firm/Company: <i>MRMLHP</i>		Project: <i>GMR</i>		HO received date	
PO/WO date: 29/3/22		PO/WO No.: 87066		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	2305	29/3/22	271/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				271/-	
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	
Amount B – Other Credits : Transportation charges					
Amount C – Other Debits :					
Amount D (D=A+B-C) – Amount to be credited to the supplier:				271/-	
Amount E – PO / WO value:				271/-	
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		11/4/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	<i>Monu</i>				
Sign:	<i>Monu</i>				
Date	6/4/22				
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.

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 2305			Transport Mode :
Invoice Date :29/03/2022			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	

Ship to Party

GATE PASS NO:6664

GSTIN :

State :

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

INWARD

Inward No: 870 Dt: 20/3/22

MRN No: Dt:

Received By: Samayjit Sign: [Signature]

MOJ PROPERTIES

41.40

271.40

230.00

ADD :CGST 9%

20.70

ADD: SGST 9%

20.70

Total Amount After Tax	
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271.40

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

Certified that the particulars given above are true and correct

For **VIVID WORLD**

Authorized Signatory

Purchase Order

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05-04-2022 11:43:24



87066

04.04.22 1:33:41

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	87066	183468
Doc Date	29-03-2022	
Quote No	Nil	
Quote Date	29-03-2022	
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 HP 12 A	1.00	230.00	0.00	18.00	271.40
Total Order Value . . .					271.40

Rupees : Two Hundred Seventy One 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 H O Purpose.

Completion Date Nil

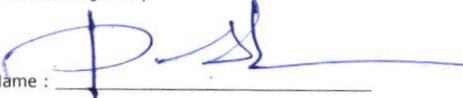
Measurment Nil

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 Reality Mallapur LLP**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Modi Realty Mallapur LLP		Date:		29-03-2022	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		183468	
Material required before date:					ID No.		75250

No	Description	Size	Quantity	Units	Inward No	Date
1	12A Toner refilling		1	No		
2						
3						
4						
5						
6						
7						
8						
9						
10						

87066

Remarks: This is for Head Office

Prepared By	Suneel	Approved by	
Sign.& Date	29-03-2022	Sign & Date	

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

