

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 27/5/22		Prepared by: Hana		Serial no.	
Supplier name: Vivid world				HO inward no.	
Firm/Company: MPPL		Project: HO		HO received date	
PO/WO date: 23/5/22		PO/WO No.: 88678		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	2350	23/5/22	2711-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				2711-	
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:				2711-	
Amount E – PO / WO value:				2711-	
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		6/6/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Hana				
Sign:	Hana				
Date	27/5/22				
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.

Purchase Order

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27-05-2022 16:04:36



88678

20.05.22 3:37:21

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

Doc No 88678 203028

Doc Date 23-05-2022

Quote No Nil

Quote Date 23-05-2022

SupplyType Supply

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

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	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 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 Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Name : _____

Date : ___/___/___

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

Invoice No. : 2350			Transport Mode :
Invoice Date :23/05/2022			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	

Bill to Party	Ship to Party
Address: M/s . MODI PROPERTIES PVT LTD, 5-4-187/3&4 , 2 ND FLOOR , SOHAM MANSION, MGROAD, SECBAD.	GATE PASS NO:6698

GST:36AABCM4763E1ZM.			GSTIN :		
State : TELANGANA		Co	State :		Code

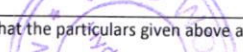
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RS. TWO HUNDRED SEVENTY ONE AND FORTY PAISE ONLY...

(RS.271.40)



70.65	20.70
ADD: SGST 9%	20.70
Total Amount After Tax	271.40

Bank Details			Certified that the particulars given above are true and correct 
Bank Name	: INDIAN BANK		
Branch	: Narayanguda Branch		
Bank A/C	: 406746378		
Bank IFSC	: IDIB000N015	Common Seal	Authorized Signatory

Requisition Form

Company Name:		Modi Properties Pvt Ltd		Date:		23-05-2022	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		203028	
Material required before date:					ID No.		76776

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

88678

APPROVED

30 MAY 2022

MINISH PARIKH
MANAGER PROCUREMENT

Remarks: This is for Head Office

Prepared By	Suneel	Approved by	
Sign.& Date	23-05-2022	Sign. & Date	

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