(e)

PURCHASE DIVISION

Advice for approval for credit to supplier

\Date:	31/5/22	Prepared by	Manoj	Serial no.	4653
Supplier name	Vivid world			HO inward no.	
Firm/Company	Sorling	Project	SOV	HO received date	
PO/WO date	17/5/22	PO/WO No.	88755	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2344	17/5/22	1853/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1853/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 10713 — 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:	1853/-
Amount E – PO / WO value:	1853/-
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:	Manohar	Prabhakar			
Sign:	Manohar	[signature]			
Date	31/5/22	31 MAY 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED P. PRABHAKAR MANAGER PURCHASE

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. : 2344			Transport Mode :
Invoice Date :17/05/2022			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	
Bill to Party			Ship to Party
Address: M/s. SILVER OAK VILLAS LLP (CHERLAPALLY SITE), 5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG RD, SECBAD.			GATE PASS NO:9614
GST:36ADBFS3288A2Z7			GSTIN :
State : TELANGANA	Code		State : / Code

Product Description	HSN Code	UOM	Qty.	Rate	Amount	TAXABLE VALUE	CGST RATE	CGST AMT	SGST RATE	SGST AMT	TOTAL
HP 12A LASER TONER REFILLING	3707		04	230.00	920.00	165.60	9%	82.80	9%	82.80	1085.60
HP 12A LASER TONER DRUMS	8443		02	325.00	650.00	117.00	9%	58.50	9%	58.50	767.00
					1570.00	282.60					1852.60

INWARD
Inward No: 2178 Dt: 27/5/22
MRN No: 10791 Dt:
Received By: Sign:
(Silver Oak Villas-Part-III)

RS. ONE THOUSAND EIGHT HUNDRED FIFTY TWO AND SIXTY PAISE ONLY...

(RS.1852.60)

	1570.00
70.65	141.30
ADD: SGST 9%	141.30
Total Amount After Tax	1852.60

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

SUMMIT SALES LLP R.R. DIST. IN WARD No: 95015 Date: 3/1/5 Sign:

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory

Purchase Order

Page(s) 1 Of 1   31-05-2022 12:37:41

88755
20.05.22 3:37:22

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details			
Vivid World 204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc No**	88755	184118
	Doc Date	17-05-2022	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	17-05-2022	
6682-3161/ 6682-3171 92462-15868	**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 *HP12A*	4.00	230.00	0.00	18.00	1,085.60
2	3522 - Computers and Peripherals - Toner drum - NA - nos *HP12A*	2.00	325.00	0.00	18.00	767.00
					Total Order Value . . .	**1,852.60**

Rupees : One Thousand Eight Hundred Fifty Two and Paise Sixty 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	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality 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 Site 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 ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Vivid World***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	26-04-22
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	184118
Material required before date:	urgent	ID No.	75938

No	Description	Size	Quantity	Units	Inward No	Date
1	Printer cartriage		3	Nos		
2						
3						
4						
5						
6	88755					
7						
8						
9						
10						

Remarks: - For office work use purpose

Prepared By	B.Meenakshi	Approved by	APPROVED 31 MAY 2022 P. PRABU Sr. MANAGER
Sign.& Date	26-04-22	Sign. & Date	

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

Requisition Form

Company Name:	Silver Oak Villas LLP-III		
Site & Phase :	Silver Oak Villas-III		
Supplier			
Material required before date:	urgent	ID No.	

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

Prepared By	B.Meenakshi	Approved by	
Sign.& Date	28-12-21	Sign. & Date	

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