## PURCHASE DIVISION Advice for approval for credit to supplier

Date: 7622		Prepared by	Prepared by			Serial no.		
Supplier name		world		HO inward	5000			
Firm/Company		Project	Ho	Kto		ed date		
PO/WO date		PO/WO No.		8 8 9 8 9 Scan II				
SI no. Bill no.			Bill date		Bill amount		Original attached	
1.	2360	9	2622 6				□ Yes □ No	
2.		0	1012		54,90	1-	□ Yes □ No	
3.							□ Yes □ No	
4.							□ Yes □ No	
Amount A – Bills	s total (Excluding Tra	nsport & Hamali (	Charges):			,		
Proof of delivery	by way of: DCs/bil	l 🗆 Steel report	RMC pour repo	ort 🗆 Soli	d block repo	65	4.901-	
MRN		1		,		nt 🗆 IIIS		
nos.:		f delivery MRN	4	Yes 🗆 No				
Amount B -Other	r Credits : Transportat	ion charges						
Amount C -Other	Debits :							
Amount D (D=A+	+B-C) – Amount to be	credited to the su	unnliam.			_		
Amount E – PO /		credited to the su	ipplier:			654	1.90 -	
						651	1.901-	
Amount F – Diffe								
Quantity received	as per PO/WO	Ye	es 🗆 Excess receiv	ved   Sho	ort received	Part re	ceived	
Close PO / WO		Ye	es 🗆 No – wait for	r balance	material   O	ther		
Payment - due dat	e		19/1	1-				
Remarks:			12/6/2					
Approved by	Purchase Officer	Purchase	M D		Accounta	nt	Accounts	
Name:	glanelin	Manager					Manager	
Sign:	9/2 2W							
Date	1							
Approval limit	Upto 20k	Above 20k	Above 100k	I	Jpto 20k		Above 20k	
otes: 1 In case am	ount to be and it-1 t-	1' 1.1 1					and the same	

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**

Page(s) 1 Of 1

07-06-2022 14:19:42

20.05.22 3:37:24

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 **Doc Date** 

203034

02-06-2022

88989

**Quote No** 

Nil

**Quote Date** 

02-06-2022

GSTIN 36AVTPS1528D1ZB 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	1.00	230.00	0.00	18.00	271.40	
2 3522 - Computers and Peripherals - Toner drum - NA - nos	1.00	325.00	0.00	18.00	383.50	
Rupees : Six Hundred Fifty Four and Paise Ninty Only		e	654.90			

ifty 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

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 HO Purpose.

**Completion Date** 

Nil Nil

Measurment

Nil

Security 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:

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

		Rec	quisition Fo	rm					
Com	pany Name:	Mayflower Platinum	Date:			02-06-2022			
Site & Phase : Head Office			Time						
Supp	lier		Req.		203034				
Material required before date:			ID No	).		77005			
No	De	scription	Size	Quantity	Units	Inward No	Date		
1	I2 A toner refilling			1	No				
2	12A toner Drum			1	No				
3									
4	C.	0000							
5	8	8 (8 )							
6									
7									
8									
9									
10									
Rem	arks: This is for HO								
Prep	ared By	Suneel	Appr	oved by					
Sign.& Date 02-06-20		02-06-2022	Sign. & Date						
Note	e: On receipt of material a	at site write inward number and	date in last 2	columns.	(a)	ROVED  JUN 2012  PRABHAKAR  PRABHAKAR  MANAGER PURCHASE  MANAGER PURCHASE			

## 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

		Τ	A	X IN	VOIC	E							
Invoice No.: 2360	Transport Mode :												
Invoice Date :02/06/2022						Vehicle Number :							
Reverse Charge (Y/N):					Date of Supply :								
State : TELANGANA	Code	9	3	6.									
Bill to Party					Ship to Party								
Address: M/s . MODI PLATINUM PVT LTI	D,				GATE PASS NO:2907								
(MODI PROPERTIES PVT LTD),													
5-4-187/3&4, 2 <sup>ND</sup> FLOOR, SOHAM MANSION, MGRD, SECBAD.													
GST:36AABCM4761E1ZM						GSTIN:							
State : TELANGANA			Со		State:						Code		
			de		3 °								
Product Description	HSN Code	U O M	Qty.	Rate	Amount	TAXABLE VALUE	CGS	Т	8	SGST	∜OTAL		
							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		
	8443	-	01	325.00	325.00	58.50	9%	29.25	9%	29.25	271.40		
HP 12A LASER TONER DRUM	0443		01	323.00	323.00	36.30	970	29.23	970	29.23	383.50		
INW	ARD						¥	TL.					
Inward No: 172	_ Dt:	2	161	24									
MRN No:	Dt	ACT THE R	A						1				
Received By:	Sig	n:	4	All									
James of to		SESTION OF THE	70										
Table 1	CPER	11	ES						-				
Became of the second se													
				59	555.00	99.90					654.90		
RS. SIX HUNDRED FIFTY FOUR AND NINTY	DAICE	ONI	v					2			555.00		
2	TAISE	ONL			70.65 4						49.95		
(RS.654.90)		Table 100 T						49.95					
								654.90					
	100												
Bank Details		Certi	fied that th	ne particulars	given abov	e are true an	d correct						
Bank Name : INDIAN BANk				For VIV		) //							
Branch : Narayanguda Branch							The second of	31.00	20	* 1			
Bank A/C : 406746378													
Bank IFSC : IDIB000N015 Common Seal						TTE		Authorize	ed Signa	tory			
					1	111 0%	11		1				