PURCHASE DIVISION Advice for approval for credit to supplier

| Date: | 2682 | Prepared by | 0 1 | S. | erial no. | |
|--------------------|------------------------|--------------------------|---------------|----------------------------|------------|-----------------------|
| Supplier name | | | Shel | 19 | | 7363 |
| Firm/Company | | ind wool | 0 | | O inward n | |
| PO/WO date | Ssllp | | +10 | H | O received | date |
| SI no. | 11822 | PO/WO No. | | 72 Sc | an ID. | |
| | Bill No. | Bi | ill date | Bill | amount | Original attached |
| 1. | 2406 | 11/8 | 200 | 271 | 1.0 | □ Yes □ No |
| 2. | | (4) | | 271 | 40/ | □ Yes □ No |
| 3. | | | | | | □ Yes □ No |
| 4. | | | | | | |
| Amount A – Bill | s total (Excluding Tr | ansport & Hamali Cha | rges): | | | □ Yes □ No |
| | | ill □ Steel report □ R | | - 0 1:111 | | 271.40/- |
| MRN | | a steel report a Ki | vic pour repo | | | ☐ Installation report |
| nos.: | | | | Proof of del matches MF | | □ Yes □ No |
| Amount B -Othe | r Credits : Transports | ation charges | | materies Wil | | |
| Amount C -Othe | | | | | | |
| Amount D (D=A- | +B-C) - Amount to b | pe credited to the suppl | | | | |
| Amount E – PO / | | e credited to the suppl | ier: | | 2 | 71.40 - |
| | | | | | 2 | 71 110/ |
| Amount F – Diffe | | | | | | 11.401 |
| Quantity received | as per PO/WO | Yes 🗆 | Excess receiv | ved Short re | ceived □ P | art received |
| Close PO / WO | | | | balance mate | | |
| Payment – due dat | te | | | - | | |
| Remarks: | - fin | al bill - | 209/9 | 5/22 | | |
| | | | | | | |
| Approved by | Purchase Officer | Purchase Manager | M D | A | ccountant | Accounts |
| Name: | Suelia | (sur | | | | Manager |
| Sign: | 8 | APPROVE | D | | | |
| Date | 26 8 W | 2 9 AUG 202 | | | | |
| approval limit | Upto 20k | A POVERMATESHWA | | Upto | 20k | Above 20k |
| stee: 1 In once an | annet to be a live to | MANAGER FURCE | INDE | | | - Son |

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.

24-08-2022 16:09:40

91272

17.08.22 12:59:51

From Company :

Summit Sales LLP

5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.

G S T No.: 36ACQFS2044C1Z7

Supplier Details Vivid World Doc No 91272 203080 204, Kubera Towers, Narayanaguda, Hyderabad. **Doc Date** 11-08-2022 **Quote No** 11-08-2022 GSTIN 36AVTPS1528D1ZB **Quote Date** 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 244200 - COMP-Peripherals - Laser Toner-Refilling-HP - 12A - Nos | 1.00 | 230.00 | 0.00 | 18.00 | 271.40 |
| | | Total Or | der Value | e | 271.40 |

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

2000

Completion Date

We reserve the right items not conforming to quality and specifications. Above order for HO Purpose.

Measurment

Nil 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 Summit Sales LLP

Authorised Signatory

Accepted the above Terms And Conditions

For Vivid World

Name :

Name :

Date : __/__/

| Requisition Form | | | | | | |
|--------------------------------|---|----------------------|-------------------------|--------------|---------|---------------------------------|
| Company Name: | Summit sales | Date: | 2022-08-11 | | | |
| Site & Phase: | НО | Time: | | | | |
| Flat/Block no. | | | | | | |
| Supplier: | | Req. No. | 203080 | | | |
| Material required before date: | | ID No. | Jh886 | | | |
| S No | Item | Qty required | Oty available o at site | rder Qty Inv | ward No | Order Qty Inward No Inward Date |
| 1 | COMP2442-Peripherals-Laser Toner-Refilling-HP-12A-Nos | 1 | 0 | 1 | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | X | | | | | |
| 9 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 6 | | | | | | |
| 10 | | | | | | |
| Remarks: | This is for HO | | | | | |
| | | | Museum | | | |
| | Engineer | Project Manager P | | Purchase | | MD |
| Prepared By: | suneel | 2.5 | 2 5 AUG 2022 | | | |
| Approved By: | | P. VENK | P. VENKATESHW. | | | |
| Sign & Date: | | MANAG | R PURCH. | | | |
| | | | | | | |

M/s. VIVID WORLD

R1ZPA 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

| | | | - | | | P31320D | | | | | | |
|--|--------------|----------------------------------|--|--|--------------|---------|--|-------------------------|---------------|------------|---------------|------------------------------------|
| | | | , | TΑ | X IN | VOIC | $^{\circ}$ E | | | | | |
| Invoice No.: 2406 | | | | | | | ort Mode : | | | | | |
| Invoice Date :11/08/2022 | | | | | | | Number : | | | | | |
| Reverse Charge (Y/N): | AR I | | | T | | Date of | Supply: | | | | | |
| State : TELANGANA | | Cod | le | 3 | 36 | | | | | | | |
| Bill t | to Party | | | | | | 2 | S | hip to Pa | arty | | |
| Address: M/s .SUMMIT SALES 5-4-187/3&4, 2ND FLOOR, SOI SECBAD. | | ANSION, | MG | RD, | | GATE PA | ASS NO:29 | 935 | | | | |
| GST: 36ACQFS2044C1Z | 7 | | | | | GSTIN: | | | | | | |
| State : TELANGANA | | | | Co de | | State : | | | | | | Code |
| Product Description | | HSN Code | U O M | Qty. | Rate | Amount | TAXABLE VALUE | CGST | | | SGST | TOTAL |
| | 5 | | | | 1 | | | RATE | AMT | RATE | AMT | |
| HP 12 A LSER TONER REFILLING | | 3707 | | 01 | 230.00 | 230.00 | 41.40 | 9% . | 20.70 | 9% | 20.70 | 271.40 |
| | | | | | | | 0 | | 1 | | | |
| | | | | | | | | | | j. | | |
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| | 00 | | N | VAF | D | | | | | | | |
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| | PROPERTY AND | rd No: | The Part of the Pa | Charles and the last of the la | Dt:11\8 | 22 | | | | | | |
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| | MRin Rece | No: | 36 | 9 | Dt: 11 8 | | | | | | | |
| | MRin Rece | No: | 36 | 9 | Dt: 11 8 | | | | | | | |
| | MRin Rece | No: | 36 | 9 | Dt: 11 8 | | | | | | | |
| | MRin Rece | No: | 36 | 9 | Dt: 11\S | | 41.40 | | | | | 271.40 |
| | MRin Rece | No: | 36 | 9 | Dt: 11 8 | | 41.40 | | | | | 271.40 230.00 |
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| | Rece | rd No: | PR | OPI | Dt: 11 Sign: | | ADD: SGST | 9% | | | | 230.00 20.70 20.70 |
| | Rece | rd No: | PR | OPI | Dt: 11 Sign: | | ADD:CGST 9 | 9% | | | | 230.00 |
| | Rece | rd No: | PR | OPI | Dt: 11 Sign: | | ADD: CGST 9 ADD: SGST 9 Total Amount | 9% 9% t After Tax | particulars | iven above | e are true an | 230.00 20.70 20.70 271.40 |
| RS.271.40) Bank Details | Rece | rd No: | PR | OPI | Dt: 11 Sign: | | ADD: CGST 9 ADD: SGST 9 Total Amount | 9% 9% t After Tax | particulars (| 1/1/ | | 230.00 20.70 20.70 271.40 |
| Bank Details ank Name : INDIAN BANK | MRINE AND | rd No: | PR | OPI | Dt: 11 Sign: | | ADD: CGST 9 ADD: SGST 9 Total Amount | 9% 9% t After Tax | C | 1/1/ | | 230.00 20.70 20.70 271.40 |
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