

PURCHASE DIVISION
Advice for approval for credit to supplier

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Date:		04/10/22		Prepared by	Kavitha	Serial no.	
Supplier name		M/s. vivid world			HO inward no.		
Firm/Company		modi housing co		Project	HO	HO received date	
PO/WO date		24/9/22		PO/WO No.	92536	Scan ID.	
Sl no.	Bill no.		Bill date		Bill amount		Original attached
1.	2452		27/9/22		654.91/-		☒ Yes ☐ No
2.							☐ Yes ☐ No
3.					/		☐ Yes ☐ No
4.							
Amount A-Bills total (Excluding Transport & Hamali Charges):						654.91/-	
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:						654.91/-	
Amount E - PO / WO value:						654.91/-	
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			10/10/22				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	M D		Accountant	Accounts Manager	
Name:	Kavitha						
Sign:	4/10/22						
Date							
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.

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

Invoice No. : 2452			Transport Mode :
Invoice Date :27/09/2022			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	

Ship to Party

GATE PASS NO:6702

GSTIN :

Code

[illegible]

(RS.654.90)

ADD:CGST 9%

ADD: SGST 9%

Total Amount After Tax	
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Common Sea

Certified that the particulars given above are true and correct

For **VIVID WORLD**

Authorized Signatory



Purchase Order

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03-10-2022 14:17:38

Div. Copy

From Company : **Modi Housing LLP**
5-4-187/3 & 4, II nd Floor, M.G. Road, Secunderabad - 500 C
G S T No. : 36AADCM5906D2ZO



03.10.22 5:34:55

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	92536	203122
Doc Date	24-09-2022	
Quote No	Nil	
Quote Date	24-09-2022	
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
2 992900 - COMP-Peripherals - Laser Toner-Drum-HP - 12A - Nos	1.00	325.00	0.00	18.00	383.50
Total Order Value . . .					654.90

Rupees : Six Hundred Fifty 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
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 HO 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 Housing LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Name : _____

Date : __/__/__

[illegible]