PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	03/10/22	Prepared by	Ranya	Serial no.	9062
Supplier name	vivid world			HO inward no.	
Firm/Company	SOVLLP	Project	SOV-iii	HO received date	
PO/WO date	21/09/22	PO/WO No.	92327	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2442	21/09/22	1,198/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,198/-

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:	1,198/-
Amount E – PO / WO value:	1,198/-
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:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ranya	Naveen			
Sign:	R	APPROVED			
Date	03/10/22	03 OCT 2022			
Approval limit	Upto 20k	Above 20k P. VENKATESHWARLU MANAGER PURCHASE	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

 26-09-2022 14:42:15

92327
16.09.22 3:01:08

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**	92327	184648
	Doc Date	21-09-2022	
GSTIN 36AVTPS1528D1ZB	**Quote No**	Nil	
6682-3161/ 6682-3171 92462-15868	**Quote Date**	21-09-2022	
	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	3.00	230.00	0.00	18.00	814.20
2	992900 - COMP-Peripherals - Laser Toner-Drum-HP - 12A - Nos	1.00	325.00	0.00	18.00	383.50
					Total Order Value . . .	**1,197.70**

Rupees : One Thousand One Hundred Ninty Seven and Paise Seventy 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 Office use 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.

Mon

For ***Silver Oak Villas LLP***

Authorised Signatory

Veeresh 28/09/22

Name : ______________

Accepted the above Terms And Conditions

For ***Vivid World***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	Silver oak Villas LLP	Date:	23-09-2022				
Site & Phase :	Sov-III	Time:	12:00				
Unit No./Block No.	For printers purpose						
Supplier:		Req. No.	184648				
Material required before date:	urgent	ID No.	79994				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	COMP2442-Peripherals-Laser Toner-Refilling-HP-12A-Nos 92327	3		3	2791	23/9/22	
2	COMP9929-Peripherals-Laser Toner-Drum-HP-12A-Nos	1		1			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:	For printers purpose						
	Engineer	Project Manager		Purchase		MD	
Prepared By:	B.meenakshi Goud Meenakshi	Jeevan					
Approved By:				APPROVED 27 SEP 2022 P. VENKATESHWARLU MANAGER PURCHASE			
Sign & Date:	20-09-2022						

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

TAX INVOICE

Invoice No. : 2442	Transport Mode :
Invoice Date :21/09/2022	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, MGRD, SECBAD.	GATE PASS NO:6822
GST: 36ADBFS3288A2Z7	GSTIN :
State : TELANGANA Code	State : Code

Product Description	HSN Code	UOM	Qty.	Rate	Amount	TAXABLE VALUE	CGST		SGST		TOTAL
							RATE	AMT	RATE	AMT	
HP 12A LASER TONER REFILLING	3707		03	230.00	690.00	124.20	9%	62.10	9%	62.10	814.20
HP 12A LASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
					1015.00	182.70					1197.70

RS. ONE THOUSAND ONE HUNDRED NINTY SEVEN AND SEVENTY PAISE ONLY...

(RS.1197.70)

	1015.00
ADD:CGST 9%	91.35
ADD: SGST 9%	91.35
Total Amount After Tax	1197.70

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

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory

INWARD
Inward No: 2791 Dt: 23/9/22
MRN No: Dt:
Received By: Sign:
(Silver Oak Villas-Part-III)

SUMMIT SALES LLP R.R. DIST
IN WARD No: 99946
Date: 4/10/22
Sign: