PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	02/11/22	Prepared by	Minish	Serial no.	10032
Supplier name	Vivid world			HO inward no.	
Firm/Company	SSLLP	Project	HO	HO received date	
PO/WO date	01/11/22	PO/WO No.	93460	Scan ID..	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2469	26/10/22	1,434/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,434/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 113262	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:	1,434/-
Amount E – PO / WO value:	1,434/-
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	7/11/22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
02 NOV 2022
MINISH PARIKH
MANAGER PROCUREMENT

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

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. : 2469			Transport Mode :
Invoice Date :26/10/2022			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	
Bill to Party			Ship to Party
Address: M/s . SUMMIT SALES LLP 5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG ROAD, SECBAD			GATE PASS NP:6711
GST: 36ACQFS2044C1Z7			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/88A 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
HP 12A / 88A LASER TONER BLADE	8443		02	100.00	200.00	36.00	9%	18.00	9%	18.00	236.00
					1215.00	218.70					1433.70

INWARD
Inward No: 608 Dt: 28/10/22
MRN No: 113262 Dt:
Received By: Sameer Sign:
MODI PROPERTIES

PO
93460

RS. ONE THOUSAND FOUR HUNDRED THIRTY THREE AND SEVENTY PAISE ONLY...		1215.00
	ADD:CGST 9%	109.35
(RS.1433.70)	ADD: SGST 9%	109.35
	Total Amount After Tax	1433.70

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

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 10595
Date: 2/11/22
Sign:

Purchase Order

 01-11-2022 1:54:12 PM O

93460
18.10.22 2:23:38

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**	93460	203135
204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc Date**	01-11-2022	
	Quote No	NIL	
6682-3161/ 6682-3171	**Quote Date**	01-11-2022	
92462-15868	**SupplyType**	Supply	

Kind Attn : Mr. Vishal

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	749000 - COMP-Peripherals - Laser Toner-Refilling-HP - 88A - 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
3	569200 - COMP-Peripherals - Laser Toner-Blade-HP - NA - Nos	2.00	100.00	0.00	18.00	236.00
					Total Order Value . . .	**1,433.70**

Rupees : One Thousand Four Hundred Thirty Three and Paise Seventy Only.

Terms and Conditions :-

Specification / Brand	All items shall be of ___ brand/company
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 Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	NIL
Other Terms	Payment will be made only after inspection of material.Above material for HO.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

01/11/22

Name : ______________

Contact ..

Accepted the above Terms And Conditions

For ***Vivid World***

Name : ______________

Date : __/__/____

Requisition Form						
Company Name:	Summit Sales LLP	Date:	2022-10-26			
Site & Phase :	HO	Time:				
Unit No./Block No.						
Supplier:		Req. No.	203135			
Material required before date:		ID No.	80943			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	COMP7490-Peripherals-Laser Toner-Refilling-HP-88A-Nos	3	0	3		
2	COMP9929-Peripherals-Laser Toner-Drum-HP-12A-Nos	1	0	1		
3	COMP5692-Peripherals-Laser Toner-Blade-HP--Nos	2	0	2		
4						
5						
6						
7	PO					
8	93460					
9						
10						
Remarks:	This is for HO					
	Engineer	Project Manager	APPROVED	Purchase		MD
Prepared By:	Suneel		01 NOV 2022			
Approved By:			MINISH PARIKH			
Sign & Date:			MANAGER PROCUREMENT			