

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 21/11/22		Prepared by: Minish		Serial no. 10702	
Supplier name: Vivid World				HO inward no.	
Firm/Company: SCLLP		Project: H10		HO received date	
PO/WO date: 01/11/22		PO/WO No. 93462		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2481	21/11/22	389/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.			/	☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			389/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 114072	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:			389/-
Amount E – PO / WO value:			543/-
Amount F – Difference (A – E):			154/-
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		28/11/22	
Remarks: Final bill			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	APPROVED 21 NOV 2022 MINISH PARIKH MANAGER, PROCUREMENT				
Sign:					
Date					
Approval limit			Upto 20k	Above 20k	Above 100k

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.

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Flat No. 503, G2 Block, Indu Aranaya Pallavi Apts., Bandlaguda,
Nagole, Hyderabad – 500 068, Telangana State. Tel : +91-9246215868

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 2481			Transport Mode :
Invoice Date :07/11/2022			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 RD, SECBAD-3			GATE PASS NO:6717
GST : 36A6Q5630446177			GSTIN :

GST: 36ACQFS2044C1Z7.

State : TELANGANA

State :

Code

[illegible]

RS. THREE HUNDRED EIGHTY NINE AND FORTY PAISE ONLY...

(RS.389.40)

ADD:CGST 9%

ADD: SGST 9%

Total Amount After Tax	
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389.40

330.00

29.70

29.70

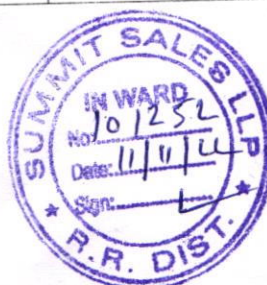
389.40

Bank Details		 Common Seal
Bank Name	: INDIAN BANK	
Branch	: Narayanguda Branch	
Bank A/C	: 406746378	
Bank IFSC	: IDIB000N015	

Certified that the particulars given above are true and correct

For **VIVID WORLD**

Authorized Signatory



Purchase Order

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01-11-2022 1:54:12 PM



93462

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

204, Kubera Towers, Narayanaguda, Hyderabad.

6682-3161/ 6682-3171

92462-15868

Doc No

93462

203133

Doc Date

01-11-2022

Quote No

NIL

Quote Date

01-11-2022

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	2.00	230.00	0.00	18.00	542.80
Total Order Value . . .					542.80
Rupees : Five Hundred Fourty Two and Paise Eighty 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

Penalty 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

Name : _____

Contact : _____

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Date : __/__/__

Requisition Form							
Company Name:		Summit Sales LLP		Date:	2022-10-18		
Site & Phase :		HO		Time:			
Unit No./Block No.							
Supplier:				Req. No.	203133		
Material required before date:				ID No.	80894		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	COMP7490-Peripherals-Laser Toner-Refilling-HP-88A-Nos	2	0	2			
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:		This is for HO					
Engineer		Project Manager					MD
Prepared By: Suneel							
Approved By:							
Sign & Date:							

80
931612

✓

APPROVED
01 NOV 2022
MINISH PARIKH
MANAGER PROCUREMENT