

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date: 25-11-22		Prepared by: S. Jayasudha		Serial no. 10713	
Supplier name: Vivid world				HO inward no.	
Firm/Company: MPP L		Project: H.O		HO received date	
PO/WO date: 24-11-22		PO/WO No. 94306		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2490	18-11-22	542.80/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			542.80/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 114248	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:			542.80/-
Amount E – PO / WO value:			542.80/-
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		5-12-22	
Remarks: Final bill			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venkat			
Sign:					
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.

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 2490			Transport Mode :
Invoice Date :18/11/2022			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	

[illegible]

ADD: CGST 9%	41.40
ADD: SGST 9%	41.40
Total Amount After Tax	542.80

Bank Details			Certified that the particulars given above are true and correct For VIVID WORLD  Authorized Signatory
Bank Name	: INDIAN BANK		
Branch	: Narayanguda Branch		
Bank A/C	: 406746378		
Bank IFSC	: IDIB000N015	Common Seal	



Purchase Order

Page(s) 1 Of 1

24-11-2022 14:38:13



94306

16.11.22 3:26:22

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

Doc No	94306	203173
Doc Date	24-11-2022	
Quote No	Nil	
Quote Date	18-11-2022	
SupplyType	Supply	

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

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	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 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 Cost 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 Properties Pvt.Ltd.**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Date : __/__/__

Requisition Form							
Company Name:		Modi Properties Pvt Ltd		Date:	18-11-2022		
Site & Phase :		HO		Time:			
Unit No./Block No.							
Supplier:				Req. No.	203173		
Material required before date:				ID No.	81788		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	COMP3485-Peripherals-Laser Toner-Refilling-HP-12A-Nos	2	0	2			
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:		This is for HO					
Engineer		Project Manager					
Prepared By: sunel							
Approved By:							
Sign & Date:							

P.O.No. 94306


APPROVED
 18 NOV 2022
 P. VENKATESHWARLU
 MANAGER PURCHASE
 MD