

PURCHASE DIVISION
Advice for approval for credit to supplier



Date:		13/12/22		Prepared by	Kalpana	Serial no.	
Supplier name		Vivid world				HO inward no.	
Firm/Company		GIVRC		Project	Head office	HO received date	
PO/WO date		10/12/22		PO/WO No.	94903	Scan ID.	
Sl no.	Bill no.		Bill date		Bill amount	Original attached	
1.	2501		05/12/22		773/-	☐ Yes ☐ No	
2.						☐ Yes ☐ No	
3.						☐ Yes ☐ No	
4.						☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):						773/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report							
MRN nos.:	114919				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:						773/-	
Amount E – PO / WO value:						773/-	
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				19/12/22			
Remarks: Final Bill							
Approved by	Purchase Officer	Purchase Manager	M D		Accountant	Accounts Manager	
Name:	Kalpana						
Sign:							
Date	13/12/22						
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.

Purchase Order

Page(s) 1 Of 1

12-12-2022 17:34:23

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad
G S T No. : 36AAHCG4562D1ZP



94903

29.11.22 5:55:12

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	94903	203188
Doc Date	10-12-2022	
Quote No	Nil	
Quote Date	05-12-2022	
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
3 569200 - COMP-Peripherals - Laser Toner-Blade-HP - NA - Nos	1.00	100.00	0.00	18.00	118.00

Total Order Value . . .**772.90**

Rupees : Seven Hundred Seventy Two and Paise Ninty 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 **G V Reserch Centers Pvt Ltd**

Accepted the above Terms And Conditions

Authorised Signatory

For **Vivid World**

Name : _____

Name : _____

Date : __/__/__

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 2501			Transport Mode :
Invoice Date : 05/12/2022			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	

Ship to Party

GATE PASS NO:6726

GSTIN :

Co
de

Code

INWARD

Inward No: 732

MRN No: 114919

Received By: Jameon

DATE: 11/11/19

SIGN: [Signature]

MANIT PROPERTIES

6550.00

58.95

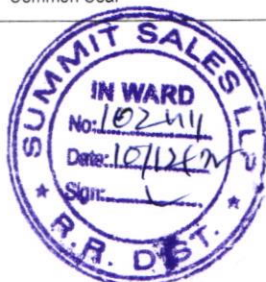
58.95

772.90

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory



Requisition Form									
Company Name:		G V Research Center		Date:	2022-12-05				
Site & Phase :		HO		Time:					
Unit No./Block No.									
Supplier:				Req. No.	203188				
Material required before date:				ID No.	82263				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date			
1	COMP3485-Peripherals-Laser Toner-Refilling-HP-12A-Nos	1	0	1					
2	COMP4047-Peripherals-Laser Toner-Drum-HP-12A-Nos	1	0	1					
3	COMP4668-Peripherals-Laser Toner-Blade-HP--Nos	1	0	1					
4									
5									
6									
7									
8									
9									
10									
Remarks:		This is for HO							
Engineer		Project Manager		Purchase					
Prepared By:		Suneel							
Approved By:									
Sign & Date:									

P.O.No. 22203