

PURCHASE DIVISION
Advice for approval for credit to supplier



Date:		09/01/23		Prepared by	Kalpana	Serial no.	12797
Supplier name		Vivid world				HO inward no.	
Firm/Company		AMTZ MSR		Project	HO	HO received date	
PO/WO date		06/01/23		PO/WO No.	95853	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2522	02/01/23	655/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.			1	☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		655/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report		
MRN nos.:	115895	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:		655/-
Amount E – PO / WO value:		655/-
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		16/01/23
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

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

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06-01-2023 16:58:34



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From Company : **AMTZ Medpolis Square PVT Ltd**
5-4-187/3&4, IInd floor, soham mansion, M G Road, Ranigunj, Hy
G S T No. : 36AAXCA515911ZV

95853
27.12.22 3:37:04

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	95853	203216
Doc Date	06-01-2023	
Quote No	NIL	
Quote Date	02-01-2023	
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
Total Order Value . . .					654.90

Rupees : Six Hundred Fifty Four and Paise Ninty 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	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penalty 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 HO work 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 **AMTZ Medpolis Square PVT Ltd**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Vivid World**

Date : __/__/__

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 2522			Transport Mode :		
Invoice Date :02 /01/2023			Vehicle Number :		
Reverse Charge (Y/N) :			Date of Supply :		
State : TELANGANA		Code	36		
Bill to Party			Ship to Party		
Address: M/s .AMTZ MEDPOLIS SQUARE PVT LTD, 5-4-187/3&4, 2ND FLOOR, SOHAM MANSION,MGRD,SECBAD.			GATE PASS NP:6739		
GST: 36AAXCA5159L1ZV			GSTIN :		
State : TELANGANA		Co de	State :		Code

[illegible]

(RS.654.90)

ADD: CGST 9%	49.95
ADD: SGST 9%	49.95
Total Amount After Tax	654.90

Bank Details		  Common Seal	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		

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory



Requisition Form							
Company Name:	AMTZ Medpolis Square Pvt Ltd	Date:	2023-01-02				
Site & Phase :	HO	Time:					
Unit No./Block No.							
Supplier:		Req. No.	203216				
Material required before date:		ID No.	83197				
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							
4							
5							
6							
7							
8							
9							
10							
Remarks:	This is for HO						
Prepared By:	Suneel	Project Manager					MD
Approved By:							
Sign & Date:							

35856

APPROVED
07 JAN 2023
KAINISH PARIKH
MANAGER PROCUREMENT