PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/01/23	Prepared by	Kalpana	Serial no.	13479
Supplier name	Vivid world			HO inward no.	
Firm/Company	SSLLP	Project	HO	HO received date	
PO/WO date	19/01/23	PO/WO No.	96294	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2525	11/01/23	271/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	271/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116475	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:	271/-
Amount E – PO / WO value:	271/-
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	30/01/23
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kalpana				
Sign:	[signature]				
Date	20/01/23				
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

 19-01-2023 17:22:34

96294
10.01.23 4:03:11

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details			
Vivid World 204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc No**	96294	203221
	Doc Date	19-01-2023	
	Quote No	NIL	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	11-01-2023	
6682-3161/ 6682-3171 92462-15868	**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
					Total Order Value . . .	**271.40**

Rupees : Two Hundred Seventy One and Paise Fourty 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
Penality 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 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 ***Silver Oak Villas LLP***

Authorised Signatory

Name : 20/01/2023

Accepted the above Terms And Conditions

For ***Vivid World***

Name : ______________________

Date : __/__/____

Requisition Form						
Company Name:	Silver Oak Villas LLP	Date:	2023-01-11			
Site & Phase :	Ho	Time:				
Unit No./Block No.						
Supplier:	96294	Req. No.	203221			
Material required before date:		ID No.	83434			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1 244200	COMP3485-Peripherals-Laser Toner-Refilling-HP-12A-Nos	1	0	1		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	This is for HO					
	Engineer	Project Manager	APPROVED 20 JAN 2023 MINISH PARIKH MANAGER PRO...	Purchase		MD
Prepared By:	Suneel					
Approved By:						
Sign & Date:						

M/s. VIVID WORLD

A 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. : 2525			Transport Mode :
Invoice Date :11 /01/2023			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	
Bill to Party			Ship to Party
Address: M/s .SILVER OAK VILLAS LLP, 5-4-187/3&4, 2ND FLOOR, SOHAM MANSION,MGRD,SECBAD.			GATE PASS NP:6741
GST: 36ADBFS3288A2Z7			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 LASER TONER REFILLING	3707		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
					230.00	41.40					271.40

INWARD
Inward No: 832 Dt: 11/1/23
MRN No: 11647 Dt:
Received By: Samarjit Sign:
MODI PROPERTIES

RS. TWO HUNDRED SEVENTY ONE AND FORTY PAISE ONLY....		230.00
(RS.271.40)	ADD:CGST 9%	20.70
	ADD: SGST 9%	20.70
	Total Amount After Tax	271.40

SUMMIT SALES LLP R.R. DIST. IN WARD No: 20424 Date: 16/1/23 Sign:

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

VIVID WORLD Hyd Narayanaguda

11-01-23