PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	22/02/23	Prepared by	Kalpana	Serial no.	14976
Supplier name	Vivid world			HO inward no.	
Firm/Company	MPPL	Project	HO	HO received date	
PO/WO date	21/02/23	PO/WO No.	97356	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2554	13/02/23	675/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	675/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 117692	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:	675/-
Amount E – PO / WO value:	675/-
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	27/02/23
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kalpana	APPROVED			
Sign:	[signature]	22 FEB 2023			
Date	22/02/23	MINISH PARIKH			
Approval limit	Upto 20k	Above 20k MANAGER PROCUREMENT	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.

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

BILL OF SUPPLY

Invoice No. : 2554	Transport Mode :
Invoice Date : 13 /02/2023	Vehicle Number :
Reverse Charge (Y/N) :	Date of Supply :
State : TELANGANA Code	
Bill to Party	Ship to Party
Address: M/s . MODI PROPERTIES PVT LTD, 5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG ROAD,SECBAD.	GATE PASS NO:7303
State : TELANGANA	State : Code

Product Description	UOM	Qty.	Rate	Amount	TOTAL
HP 12A LASER TONER REFILLING		03	225.00	675.00	675.00
				675.00	675.00

INWARD
Inward No: 906 Dt: 13/2/23
MRN No: 117692 Dt:
Received By: Samarjit
MODI PROPERTIES

RS. SIX HUNDRED AND SEVENTY FIVE ONLY....		675.00
(RS. 675.00)		
	Total Amount	675.00

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

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory

VIVID WORLD Hyderabad Narayanaguda

SUMMIT SALES LLP R.R. DIST.
IN WARD
No. 105164
Date 20/2/23
Sign.

Purchase Order

 21-02-2023 14:15:34

97356
08.02.23 3:48:30

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

Supplier Details			
Vivid World	**Doc No**	97356	203253
204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc Date**	21-02-2023	
	Quote No	nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	13-02-2023	
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	3.00	225.00	0.00	0.00	675.00
					Total Order Value . . .	**675.00**

Rupees : Six Hundred Seventy Five 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 head office 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 *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : 22/02/2023

Accepted the above Terms And Conditions

For *Vivid World*

Name : ____________________

Date : __/__/____

Requisition Form						
Company Name:	Modi Properties Pvt Ltd	Date:	2023-02-13			
Site & Phase :	HO	Time:				
Unit No./Block No.	97356					
Supplier:		Req. No.	203253			
Material required before date:		ID No.	84382			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	COMP3485-Peripherals-Laser Toner-Refilling-HP-12A-Nos	3	0	3		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	This is for HO					
	Engineer	Project Manager	APPROVED Purchase		MD	
Prepared By:	Suneel		22 FEB 2023			
Approved By:			MINISH PARIKH			
Sign & Date:			MANAGER PROCUREMENT			