

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 08/04/23		Prepared by: Minish		Serial no. 16334	
Supplier name: Vivid World				HO inward no.	
Firm/Company: GVRC		Project: HO		HO received date	
PO/WO date: 29/03/23		PO/WO No. 97850		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2551	13/02/23	575 /-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			575 /-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.: 118478	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:			575 /-
Amount E – PO / WO value:			575 /-
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		Final bill	
Remarks:			

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.

A Complete Solution for all your cartridge needs

BILL OF SUPPLY

Transport Mode :

Vehicle Number :

Date of Supply :

Code

Bill to Party

Ship to Party

GATE PASS NO:7303

State :

Code

U
O
M

Qty.

Rate

Amount

TOTAL

01

225.00

225.00

225.00

01

350.00

350.00

350.00

575.00

575.00

575.00

Total Amount	
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575.00

Bank Name : INDIAN BANK

Branch : Narayanguda Branch

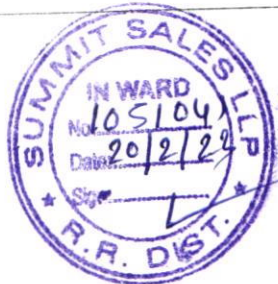
Bank A/C : 406746378

Bank IFSC : IDIB000N015

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD
Hyd. 3000
Authorized Signatory
Narayanagadda



Purchase Order

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29-03-2023 16:10:56



97850

16.02.23 5:22:55

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50
G S T No. : 36AAHCG4562D1ZP

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No 97850 203247

Doc Date 29-03-2023

Quote No NIL

Quote Date 04-02-2023

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	225.00	0.00	0.00	225.00
2	992900 - COMP-Peripherals - Laser Toner-Drum-HP - 12A - Nos	1.00	350.00	0.00	0.00	350.00
Total Order Value . . .						575.00

Rupees : Five Hundred Seventy Five 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 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**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Name : _____

Date : __/__/__

Requisition Form									
Company Name:		G V Research Center		Date:	04-02-2023				
Site & Phase :		HO		Time:					
Unit No./Block No.				Req. No.	203247				
Supplier:				ID No.	84891				
Material required before date:				Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
S No	Item								
1	COMP3485-Peripherals-Laser Toner-Refilling-HP-12A-Nos	1	0	1	225				
2	COMP4047-Peripherals-Laser Toner-Drum-HP-12A-Nos	1	0	1	350				
3									
4									
5									
6									
7									
8									
9									
10									
Remarks:		This is for HO							
Prepared By:		Engineer		Project Manager		Purchase		MD	
Approved By:		Suneel							
Sign & Date:									