

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 15/06/2020		Prepared by: MINISH	
PO/WO no. 67764		PO / WO Date. 28/05/2020	
Supplier Name VIVID. WORLD.		PO/WO amount 779/-	
Firm/Company VOC LLP		Project VOC LLP	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1688	28/05/2020	779/-
2.			
3.			
4.			
Amount A - Bills total(Excluding Transport & Hamali Charges):			779/-
Sl. No.	DC No	DC. Date	MRN No.
1.	1688	28/05/2020	79928
2.			
3.			
Amount B - Other Credits :			-
Amount C - Other Debits :			-
Amount D (D=A+B-C) - Amount to be credited to the supplier:			779/-
Amount E - PO / WO value:			779/-
Amount F - Difference (A - E):			-
Quantity received as per PO / WO		☒ Yes ☐ Excess received ☐ Short received ☐ Other (explain)	
Is difference between PO / Bill acceptable?		☒ Yes ☐ No (explained below)	
Excess / short material received		☒ Approved - within acceptable limits ☐ No (explained below)	
Close PO / WO		☒ Yes ☐ No - wait for balance material ☐ No (explained below)	
Advance paid / PDC given (deduct when paying)		☐ Yes - Rs. ___/- ☒ No	
Payment - due date		22/06/2020	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			15/06/2020
Date			MINISH PARIKH

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value is 10,000/- 7. MD to approve all bills above 1,00,000/-

M/s. VIVID WORLD

A Complete Solution for all your cartridge needs

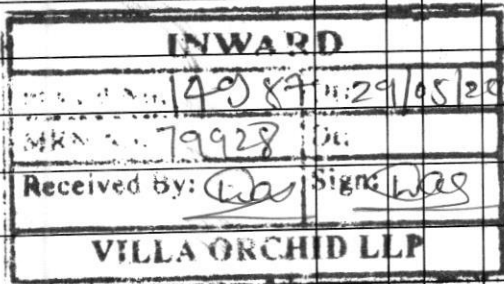
Flat No. 503, G2 Block, Indu Aranaya Pallavi Apts., Bandlaguda,
Nagole, Hyderabad - 500 068, Telangana State. Tel : +91-9246215868

GSTIN : 36AVTPS1528D1ZB

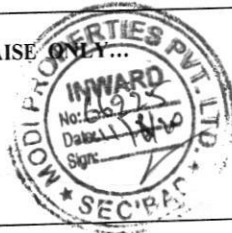
TAX INVOICE

Invoice No. : 1688	Transport Mode :
Invoice Date : 28/05/2020	Vehicle Number :
Reverse Charge (Y/N) :	Date of Supply :
State : TELANGANA	Code 36
Bill to Party	Ship to Party
Address: M/S. VILLA ORCHIDS LLP (KOWKOOR SITE), 5-4-187/3&4, 2 ND FLOOR, SOHAM MANSION, MG ROAD, SECBAD.	GATE PASS NO: (1957)
GST: 36AANFG4817C1ZH.	GSTIN :
State : TELANGANA	Co de

Product Description	HSN Code	U O M	Qty	Rate	Amount	TAXABLE VALUE	CGST		SGST		TOTAL
							RATE	AMT	RA TE	AMT	
HP 12A/ 88A LASER TONER REFILLING	3773		02	230.00	460.00	82.80	9%	41.40	9%	41.40	542.80
HP 88A LASER TONER MAGNET	8443		01	100.00	100.00	18.00	9%	9.00	9%	9.00	118.00
HP 88A LASER TONER BLADE	8443		01	100.00	100.00	18.00	9%	9.00	9%	9.00	118.00



RS. SEVEN HUNDRED SEVENTY EIGHT AND EIGHTY PAISE ONLY
(RS.)



ADD : CGST 9%	59.40
ADD : SGST 9%	59.40
Total Amount After Tax	778.80
GST on Reverse Charge	

Certified that the particulars given above are true and correct

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



Purchase Order

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05-06-2020 11:45:21



67764

03.06.20 12:48:13

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	67764	63329
Doc Date	28-05-2020	
Quote No	Nil	
Quote Date	28-05-2020	
SupplyType	Supply	

Kind Attn : Mr. Vishal

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3523 - Computers and Peripherals - Toner refill - NA - nos 12A	2.00	230.00	0.00	18.00	542.80
2 3530 - Computers and Peripherals - Toner Magnet - Other - nos	1.00	100.00	0.00	18.00	118.00
3 3530 - Computers and Peripherals - Toner Magnet - Other - nos	1.00	100.00	0.00	18.00	118.00
Total Order Value . . .					778.80

Rupees : Seven Hundred Seventy Eight and Paise Eighty 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	Villas Orchids Behind: Janapriya, Kowkur. Phone. 9502232100/9502266233
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 site office use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Villa Orchids LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		VOC-LLP		Date:		22-05-2020	
Site & Phase :		VOC		Time:		17:30	
Supplier				Req. No.		63320	
Material required before date:				ID No.		57065	

No	Description	Size	Quantity	Units	Inward No	Date
1	PRINTER CATRIDGE - 7	12A	03	NOS		
2	EPSON INK BOTTLES 5108	140 ml	02	BOTTLES		
3						
4						
5						
6						
7						
8						
9						
10						

67419

Remarks: For SITE USE PURPOSE

Prepared By	A.Suresh	Approved by	
Sign.& Date	22-05-2020	Sign. & Date	

APPROVED
 22 MAY 2020
 MINISH PARIKH
 MANAGER PROCUREMENT

Note: On receipt of material at site write inward number and date in last 2 columns.

Requisition Form

Company Name:				Date:			
Site & Phase :				Time:			
Supplier				Req. No.			
Material required before date:				ID No.			

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.