PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/5/2020	Prepared by:	K.R. Chaerulu
PO/WO no.	67426	PO / WO Date.	15/5/2020
Supplier Name	Kilkid World	PO/WO amount	1,315/-
Firm/Company	Kikla Homes	Project	Kikla
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1662	15/5/2020	1,315/-
2.			
3.			
Amount A – Bills total(Excluding Transport &Hamali Charges):			1,315/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	—	—	79290	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount B –Other Credits :	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1,315/-
Amount E – PO / WO value:	1,315/-
Amount F – Difference (A – E):	—

Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	☐ ~~Yes~~ ☐ ~~No (explained below)~~
Excess / short material received	☐ ~~Approved – within acceptable~~ limits ☐ No (explained below)
Close PO / W?O	☑ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ ~~Yes – Rs. /- ☐ No~~
Payment – due date	1/6/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 27 MAY 2020 MINISH PARIKH MANAGER PROCUREMENT [signature]		[signature] 28/5/20	[signature]	
Date	27/	27/5					

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit.2. Attach 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/Wosupto Rs. 5,000/-, Purchase Manager upto 25,000/- and Purchase Director thereafter. 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/-

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. : 1662			Transport Mode :
Invoice Date : 15/05/2020			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	
Bill to Party			Ship to Party
Address: M/S.VISTA HOMES (KUSHAIGUDA SITE) , 5-4-187/3&4 , 2ND FLOOR , MG RAOD SOHAM MANSION , SECBAD. PO 67426			GATE PASS NO: 1602
GST: 36AAGFV2068P1ZJ.			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		03	230.00	690.00	124.20	9%	62.10	9%	62.10	814.20
HP 12A LASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
HP 12A LASER TONER VLADE	8443		01	100.00	100.00	18.00	9%	9.00	9%	9.00	118.00
					1115.00	200.70					1315.70

		1115.00
RS .ONE THOUSAND THREE HUNDRED FIFTEEN AND SEVENTY PAISE ONLY…	ADD :CGST 9%	100.35
(RS.1315.70)	ADD: SGST 9%	100.35
	Total Amount After Tax	1315.70
	GST on Reverse Charge	

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 65491 Date: 19/5/20 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 Hyderabad Narayanaguda

INWARD
Inward No: 24596 Dt: 15/5/2020
GRN No: 79290
Received By: Sign: Ajay Sugr

Purchase Order

 23-05-2020 11:55:52

67426
23.05.20 2:01:09

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details			
Vivid World	**Doc No**	67426	99547
204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc Date**	15-05-2020	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	15-05-2020	
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	3523 - Computers and Peripherals - Toner refill - NA - nos	3.00	230.00	0.00	18.00	814.20
2	3522 - Computers and Peripherals - Toner drum - NA - nos	1.00	325.00	0.00	18.00	383.50
3	3530 - Computers and Peripherals - Toner Magnet - Other - nos	1.00	100.00	0.00	18.00	118.00
				Total Order Value . . .		**1,315.70**

Rupees : One Thousand Three Hundred Fifteen and Paise Seventy 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	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: 8790166611
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 site office use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Vista Homes*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Vivid World*

Name : ____________

Date : __/__/____

PO 67426

Requisition Form

Company Name:	Vista Homes	Date:	11.05.2020
Site & Phase :	Vista Homes	Time:	2:18 PM
Supplier		Req. No.	99547
Material required before date:	13.05.2020	ID No.	56732

No	Description	Size	Quantity	Units	Inward No	Date
1	Cartridge refilling		03	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: For site office purpose

Prepared By	T.MADHU	Approved by	
Sign.& Date	11.05.2020	Sign. & Date	

APPROVED
11 MAY 2020
MINISH PARIKH
MANAGER PROCUREMENT

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