## PURCHASE DIVISION Advice for approval for credit to supplier

Date:		06/5/20			Prepared by:			V. Ravali				
. PO/WO no		66876				PO / WO Date.			18/3/20			
Supplier N	ame	Vivid world				PO/WO amount			3841-			
Firm/Comp	any	Mpdi propertiel			24 Aug	Project			MPPL			
Sl. No.		Bill No.	A 200 De	soung)	Angan	Bill Date			Bill amount			
1		1652				18/3/20			3841-			
2								***************************************	, ,	V)		
3					g g		65					
4					3					~~~		
Amount A – Bills total(Excluding Transport & Ha					mali Charg	nali Charges):			3841-			
Sl. No.	DC No	)		DC. Dat	e	MRN No.			DC matches MRN			
1.		_		_	_	634			-TYes 🗆 No			
2.	6								□ Yes □ No			
3.		2			_	0			□ Yes □ No			
4.									□ Yes □ No			
Amount B	nsportatio	n charges				_						
Amount C	-Other l	Debits :						_				
Amount D	int to be c	redited to	the suppli	er:			3841-					
Amount E – PO / WO value:				. 5			,	3841-				
Amount F – Difference (A – E):										8 V 8		
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. /-, Ø No							
Payment – due date					9/5/2020							
Remarks:												
						-						
Approve by	d	Purchase Officer	Purcha Manag		Procuremen Manager	it	M D	Accounts – receiver of bill	Accountant	Accounts Manager		
Sign:	~	Daraly	DX	1				110	3.2			
Date	0	6/5/20	8/5	20			17	09	10/120			

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/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve 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, 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/- 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

66876.

			$T\Delta$	$\mathbf{X}$ IN	IVOI	CE)						
			11	VX 11			el .					
nvoice No.: 1652						Transport Mode : Vehicle Number :						
nvoice Date :18/03/2020						Date of Supply:						
Reverse Charge (Y/N) :			-		Date of s	supply.						
State: TELANGANA	Cod	<u>e</u>	3	ь	Ship to Party							
Bill to Party					/CATE D	ASS NO:1	2405)	op				
Address: M/S.MODI PROPERTIES PVTL 5-4-187/3&4, 2 <sup>ND</sup> FLOOR, SOHAM MAN SECBAD-3.	TD, ISION, N	ИG I	ROAD	),	(GATE P	A33 NO.3						
GST: 36AABCM4761E1ZM.					GSTIN:						TCo	
		T	Co		State:						Co	
State : TELANGANA			de						1 6	CCCT	de	
Product Description	HSN Code	U	Qty	Rate	Amount	TAXABLE VALUE	CGST		SGST		TOTAL	
	+	M					RATE	AMT	RA	AMT		
									TE			
RICOH LASER TONER REFILLING	3707	$\vdash$	01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.	50
INWARI Inward No: 639	) )t: 18	,52	122									
MRN No:  Received By:	ign:		0									
Modi Prop	erties			J								
And the second s					325.00	58.50			+-		383	5.50
					323.00	30.24					325	5.00
						ADD :CG	ST 9%				29.	25
RS. THREE HUNDRED EIGHTY THREE AN	ND FIFTY	ON	LY.	OPERT	ADD: SGST 9%					29.	25	
(RS. 383.50)			0	INWAF	3	Total Amount After Tax					383	3.50
			100	Dala 6	7-10	GST on F	Reverse Cha					
Bank Details  Bank Name : INDIAN BANk  Branch : Narayanguda Branch  Bank A/C : 406746378						Certified that the particulars given above are true and cor					correc	
Bank AC : 400 Tool Common Seal									Va	raya		

21-03-2020 14:42:40

From Company: Modi Properties Pvt.Ltd.

5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003

92462-15868

G S T No.: 36AABCM4761E1ZM

16.03.20 3:39:25

**Supplier Details** 

Vivid World

204, Kubera Towers, Narayanaguda, Hyderabad.

Doc No 66876 16140

**Doc Date** 18-03-2020

**Quote No** 

**Quote Date** 18-03-2020

SupplyType Supply

Kind Attn: Mr. Vishal

6682-3161/6682-3171

GSTIN 36AVTPS1528D17B

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3523 - Computers and Peripherals - Toner refill - NA - nos Richo	1.00	1.00 325.00		18.00	383.50
supees: Three Hundred Eighty Three and Paise Fifty Only.	Total Order Value		383.50		

## 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.

040-66335551

**Delivery Date** 

Same Day

**Delivery Location** 

Head Office

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003

Phone.

Penality For Delay

**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 office use purpose

**Completion Date** 

Measurment

Nil Nil

Security Remarks

For Modi Properties Pvt.Ltd.

Accepted the above Terms And Conditions

Authorised Signatory

For Vivid World

	1 11	
Name :	1.	

Name:

Date : \_\_/\_\_/

Requisition Form Company Name: Modi Properties Pvt Ltd Date 18-03-2020 Site & Phase: Head Office Time: Supplier Req. No. 16140 Material required before date: ID No. 56529 Inward No No Description Size Date Quantity Units Ricoh Toner refilling 1 No 2 3 4 5 6 8 9 10 Remarks: This is for Ashaiya

Approved by

Sign. & Date

18-03-2020 Note: On receipt of material at site write inward number and date in last 2 columns.

Suneel

Prepared By

Sign.& Date