PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	03/07/2020	Prepared by:	V. Ravali
PO/WO no.	68529	PO / WO Date.	20/06/2020
Supplier Name	Vivid world	PO/WO amount	1,309 /-
Firm/Company	Summit Sales LLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1710	20/06/2020	1,309 /-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	~~1710~~	20/06/2020	–	□ 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:	1,309 /-
Amount E – PO / WO value:	1,309 /-
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	10/07/2020 .

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	3/7/20						
Date							

APPROVED
03 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

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

Purchase Order

 02-07-2020 12:53:36 PM

68529
02.07.20 12:12:26

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Vivid World 204, Kubera Towers, Narayanaguda, Hyderabad. 6682-3161/ 6682-3171 92462-15868	**Doc No**	68529	16306
	Doc Date	20-06-2020	
	Quote No	Nil	
	Quote Date	20-06-2020	
	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*	1.00	230.00	0.00	18.00	271.40
2	3522 - Computers and Peripherals - Toner drum - NA - nos	1.00	230.00	0.00	18.00	271.40
3	3523 - Computers and Peripherals - Toner refill - NA - nos	1.00	325.00	0.00	18.00	383.50
4	3523 - Computers and Peripherals - Toner refill - NA - nos	1.00	325.00	0.00	18.00	383.50
				Total Order Value . . .		**1,309.80**

Rupees : One Thousand Three Hundred Nine 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	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 site office use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***
Authorised Signatory

02/07/2020

Name : ____________________

Accepted the above Terms And Conditions
For ***Vivid World***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Summit sales LLP	Date:	20-06-2020
Site & Phase :	Head Office	Time:	
Supplier		Req. No.	16306
Material required before date:		ID No.	58164

No	Description	Size	Quantity	Units	Inward No	Date
1	12A Toner refilling		1	No		
2	12A Toner Drum		1	No		
3	88A Toner refilling		1	No		
4	Ricoh Toner refilling		1	No		
5						
6						
7						
8						
9						
10						

PO 68529

APPROVED
02 JUL 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: This is for Nagalaxmi, minish, Krishna prasad

Prepared By	K.Suneel	Approved by	
Sign.& Date	20-06-2020	Sign. & Date	

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

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. : 1710		Transport Mode :
Invoice Date : 20/06/2020		Vehicle Number :
Reverse Charge (Y/N) :		Date of Supply :
State : TELANGANA	Code 36	
Bill to Party		Ship to Party
Address: M/S. SUMMIT SALES LLP, 5-4-187/3&4, 2^{ND} FLOOR, SOHAM MANSION, MG ROAD , SRCBAD-3		GATE PASS NO:1042
GST: 36ACQFS2044C1Z7.		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	3773		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
HP 88A LASER TONER REFILLING	3707		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
RICOH LASER TONER REFILLING	3707		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
HP 12A LASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
					1110.00	199.80					1309.80

INWARD
Inward No: 203 Dt: 20/06/20
MRN No: Dt:
Received By: Samarath Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD. INWARD No. 6104 Date 03/07 SEC'BAD

	1110.00
ADD :CGST 9%	99.90
ADD: SGST 9%	99.90
Total Amount After Tax	1309.80
GST on Reverse Charge	

RS . ONE THOUSAND THREE HUNDRED NINE AND EIGHTY PAISE.

(RS.1309.80)

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

S1

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

VIVID WORLD Hyderabad Narayanaguda

Authorized Signatory