

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		03/01/2020		Prepared by:		V. Raval:	
PO/WO no.		68534		PO / WO Date.		13/06/20	
Supplier Name		Vivid world		PO/WO amount		271/-	
Firm/Company		Nilgiri Estates		Project		NE	
Sl. No.	Bill No.	Bill Date		Bill amount			
1.	1702	13/06/2020		271/-			
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):							
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	-	-	-	☐ 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:							
271/-							
Amount E – PO / WO value:							
271/-							
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			10/01/2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	V. Raval						
Date	3/1/20						

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

Page(s) 1 Of 1

01-07-2020 17:39:28



68534

02.07.20 12:12:26

From Company : **Nilgiri Estates**

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

G S T No. : 36AAHFN0766F1ZA

Supplier DetailsVivid World
204, Kubera Towers, Narayanaguda, Hyderabad.**GSTIN** 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	68534	16311
Doc Date	13-06-2020	
Quote No	Nil	
Quote Date	13-06-2020	
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
Total Order Value . . .					271.40

Rupees : Two Hundred Seventy One and Paise Fourty 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**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 **Nilgiri Estates**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		Nilgiri Estate		Date:		13-06-2020		
Site & Phase :		Head Office		Time:				
Supplier				Req. No.		16311		
Material required before date:					ID No.			58159

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

PO
68534

APPROVED
 13 JUN 2020
 MINISH PARIKH
 MANAGER PROCUREMENT

Remarks: This is for Bhavani printer			
Prepared By	Suneel	Approved by	
Sign.& Date	13-06-2020	Sign. & Date	

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

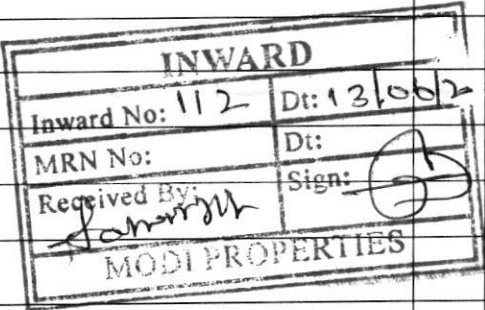
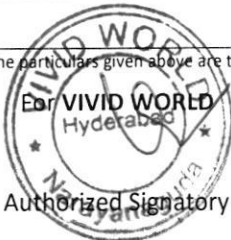
M/s. VIVID WORLD

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. : 1702					Transport Mode :						
Invoice Date : 13/06/2020					Vehicle Number :						
Reverse Charge (Y/N) :					Date of Supply :						
State : TELANGANA			Code	36							
Bill to Party					Ship to Party						
Address: M/S. NILGIRI ESTATES, 5-4-187/3&4, 2 ND FLOOR, SOHAM MANSION, MG ROAD , SECBAD-3					GATE PASS NO:1036						
GST: 36AAHFN0766F1ZA.					GSTIN :						
State : TELANGANA			Co de		State :			Co de			
Product Description	HSN Code	U O M	Qty	Rate	Amount	TAXABLE VALUE	CGST	SGST	TOTAL		
							RATE	AMT	RA TE	AMT	
HP 12A LASER TONER REFILLING	3773		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
											
					230.00	41.40					271.40
										230.00	
RS . TWO HUNDRED SEVENTY ONE AND FORTY PAISE ONLY. (RS.271.40)					ADD :CGST 9%					20.70	
					ADD: SGST 9%					20.70	
					Total Amount After Tax					271.40	
					GST on Reverse Charge						
Bank Details					Certified that the particulars given above are true and correct						
Bank Name : INDIAN BANK											
Branch : Narayanguda Branch											
Bank A/C : 406746378											
Bank IFSC : IDIB000N015											
					Common Seal						