PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/9/20	Prepared by:	T. Bhaskar
PO/WO no.	70165	PO / WO Date.	18/8/20
Supplier Name	vivid world	PO/WO amount	926
Firm/Company	SSLLP	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1794	21/8/20	926
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			926

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:				926
Amount E – PO / WO value:				926
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	12/9/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	10/9/20						

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

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 70165

GSTIN : 36AVTPS1528D1ZB

TAX INVOICE

Invoice No. : 1794			Transport Mode :
Invoice Date : 21/08/2020			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, 2ND FLOOR, SOHAM MANSION, MG ROAD , SECBAD.			GATE PASS NO: 2151
GST: 36ACQFS2044C1Z7.			GSTIN :
State : TELANGANA	Code		State : Code

Product Description	HSN Code	UOM	Qty	Rate	Amount	TAXABLE VALUE	CGST		SGST		TOTAL
							RATE	AMT	RATE	AMT	
HP88A LASER TONER REFILLING	3707		02	230.00	460.00	82.80	9%	41.40	9%	41.40	542.80
HP 88A LASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
					785.00	141.30					926.30

INWARD
Inward No: 397 Dt: 21/8/20
MRN No: Dt:
Received By: Jamar 8/2 Sign
MODI PROPERTIES

		785.00
RS .NINE HUNDRED TWENTY SIX AND THIRTY PAISE ONLY. (RS.926.30)	ADD :CGST 9%	70.65
	ADD: SGST 9%	70.65
	Total Amount After Tax	926.30
	GST on Reverse Charge	

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

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

VIVID WORLD Hyderabad Narayanaguda

Authorized Signatory

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 69114 Date 9/9 Sign

Purchase Order

 07-09-2020 13:49:30 Origi

70165
03.09.20 11:50:23

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.	**Doc No**	70165	16467
	Doc Date	18-08-2020	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	18-08-2020	
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 *88A*	2.00	230.00	0.00	18.00	542.80
2	3523 - Computers and Peripherals - Toner refill - NA - nos	1.00	325.00	0.00	18.00	383.50
					Total Order Value . . .	**926.30**

Rupees : Nine Hundred Twenty Six and Paise Thirty Only.

Terms and Conditions :-

Specification /	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	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 Refillinguse
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________________

Contact - -

Accepted the above Terms And Conditions

For ***Vivid World***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Summit Sales LLP	Date:	21-08-20
Site & Phase :	Head Office	Time:	
~~Supplier~~		~~Req.~~ No.	16467
Material required before date:		ID No.	59673

No	Description	Size	Quantity	Units	Inward No	Date
1	88 A Toner refilling		1	No		
2	88A Toner refilling		1	No		
3						
4	70165					
5						
6						
7						
8						
9						
10						

Remarks:This is for C V Reddy

Prepared By	suneel	Approved by	
Sign.& Date	21-08-20	Sign. & Date	

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