PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	12/09/20	Prepared by:	Keerthi
PO/WO no.	70266	PO / WO Date.	2/09/20
Supplier Name	Vivid world	PO/WO amount	654.90/-
Firm/Company	Modi properties Pvt. Ltd	Project	Head Office
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1801	31/08/20	654.90/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			654.90/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1801	31/08/20	~~82908~~	☑ Yes □ No
2.			82911	□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits :	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	654.90/-
Amount E – PO / WO value:	654.90/-
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	14/09/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Keerthi	[signature]	[signature] APPROVED 12 AUG 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	12/09.	12/9					

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

70266

TAX INVOICE

Invoice No. : 1801			Transport Mode :	
Invoice Date : 31/08/2020			Vehicle Number :	
Reverse Charge (Y/N) :			Date of Supply :	
State : TELANGANA	Code	36		
Bill to Party			Ship to Party	
Address: M/S. MODI PROPERTIES PVT LTD, 5-4-187/3&4, 2ND FLOOR , SOHAM MANSION, MG ROAD , SECBAD.			GATE PASS NO:2154	
GST: **36AABCM4761E1ZM.**			GSTIN :	
State : TELANGANA	Code		State :	Code

Product Description	HSN Code	UOM	Qty.	Rate	Amount	TAXABLE VALUE	CGST		SGST		TOTAL
							RATE	AMT	RATE	AMT	
HP 12A LASER TONER REFILLING	3707		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
HP 12A LASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
					555.00	99.90					654.90

INWARD
Inward No: 449 Dt: 31/08/20
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

		555.00
RS . SIX HUNDRED FIFTY FOUR AND NINTY PAISE ONLY.	ADD :CGST 9%	49.95
(RS.654.90)	ADD: SGST 9%	49.95
	Total Amount After Tax	654.90
	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 Narayanguda

Authorized Signatory

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 69206
Date 1.10.20
Sign

 08-09-2020 16:15:04

Purchase Order

70266
08.09.20 12:15:09

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Vivid World	**Doc No**	70266	16473
204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc Date**	02-09-2020	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	02-09-2020	
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	1.00	230.00	0.00	18.00	271.40
2	3522 - Computers and Peripherals - Toner drum - NA - nos	1.00	325.00	0.00	18.00	383.50
					Total Order Value . . .	**654.90**

Rupees : Six Hundred Fifty Four and Paise Ninty 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 ***Modi Properties Pvt.Ltd.***

Authorised Signatory

09/09/2020

Name :

Contact - -

Accepted the above Terms And Conditions

For ***Vivid World***

Name :

Date : / /

Requisition Form

Company Name:	Modi Properties Pvt	Date:	31-08-20
Site & Phase :	Head Office	Time:	
Supplier		Req. No.	16473
Material required before date:		ID No.	59746

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

P.O. 70266

Remarks:This is for lateed

Prepared By	suneel	Approved by	
Sign.& Date	31-08-20	Sign. & Date	

APPROVED
09 AUG 2020
MINISH PARIKH
MANAGER PROCUREMENT

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