

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		07/10/2020		Prepared by:		MINISH	
PO/WO no.		70798		PO / WO Date.		28/09/2020	
Supplier Name		NIVID Kworld		PO/WO amount		655/-	
Firm/Company		Modi farm House/Hyd		Project		H0	
Sl. No.	Bill No.			Bill Date	Bill amount		
1.	1834			24/09/2020	655/-		
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):						Rs. 655/-	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.				☐ Yes ☐ No			
2.				☐ 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:						655/-	
Amount E – PO / WO value:						655/-	
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				10/10/2020			
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

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/-

70798

Flat No. 503, G2 Block, Indu Aranaya Pallavi Apts., Bandlaguda,
Nagole, Hyderabad – 500 068, Telangana State. Tel : +91-9246215868

TAX INVOICE

Invoice No. : 1834					Transport Mode :					
Invoice Date : 24/09/2020					Vehicle Number :					
Reverse Charge (Y/N) :					Date of Supply :					
State : TELANGANA			Code	36						
Bill to Party					Ship to Party					
Address: M/S. MODI FARM HOUSE, 5-4-187/3&4, 2 ND FLOOR, SOHAM MANSION, MG ROAD, SECBAD.					GATE PASSNO:2178.					
GST: 36ACQFS2044C1Z7.					GSTIN :					
State : TELANGANA			Co de		State :				Code	
Product Description	HSN Code	U O M	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
HP 12A LASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25
					555.00	99.90				654.90
										555.00
RS. SIX HUNDRED FIFTY FOUR AND NINTY PAISE ONLY. (RS.654.90.)					ADD :CGST 9%					49.95
					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					Certified that the particulars given above are true and correct FOR VIVID WORLD Authorized Signatory					

Purchase Order

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70798

21.09.20 12:59:16

From Company : **Modi Farm House (Hyderabad) LLP**
5-4-187/3&4, IIInd Floor, M.G.Road, Secunderabad-500003.
G S T No. : 36

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

Doc No	70798	16523
Doc Date	28-09-2020	
Quote No	Nil	
Quote Date	28-09-2020	
SupplyType	Supply	

GSTIN 36AVTPS1528D1ZB

6682-3161/6682-3171

92462-15868

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
Rupees : Six Hundred Fifty Four and Paise Ninty Only.					Total Order Value . . . 654.90

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

Penalty 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 site

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Modi Farm House (Hyderabad) LLP**

Authorised Signatory

[Signature]
29/09/2020

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Name : _____

Date : __/__/__

Contact : _____

Requisition Form

Company Name:		Modi farm House LLP		Date:		24-09-20	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		16523	
Material required before date:				ID No.		60296	
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							
Remarks: This is for Lavanya printer							
Prepared By		K.Suneel		Approved by			
Sign.& Date		24-09-20		Sign. & Date			
Note: On receipt of material at site write inward number and date in last 2 columns.							



Requisition Form

Company Name:				Date:			
Site & Phase :				Time:			
Supplier				Req. No.			
Material required before date:				ID No.			
No	Description	Size	Quantity	Units	Inward No	Date	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:							
Prepared By				Approved by			
Sign.& Date				Sign. & Date			
Note: On receipt of material at site write inward number and date in last 2 columns.							