

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23.10.20		Prepared by:	T.Bhasker			
PO/WO no.	71535		PO / WO Date.	22/10/20			
Supplier Name	VIVID WORLD		PO/WO amount	2779			
Firm/Company	VOLLLP		Project	VOC			
Sl. No.	Bill No.		Bill Date	Bill amount			
1	1818		16/9/20	2779			
2				1			
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):				2779			
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			NA 84559	<input type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits :Transportation charges				-			
Amount C –Other Debits :				-			
Amount D (D=A+B-C) – Amount to be credited to the supplier:				2779			
Amount E – PO / WO value:				2779			
Amount F – Difference (A – E): GST-18%				-			
Quantity received as per PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)					
Is difference between PO / Bill acceptable?		<input type="checkbox"/> Yes <input type="checkbox"/> No (explained below)					
Excess / short material received		<input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)					
Close PO / W?O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)					
Advance paid / PDC given (deduct when paying)		<input type="checkbox"/> Yes – Rs. ___ /- <input checked="" type="checkbox"/> No					
Payment – due date		30/10/20					
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	23.10.20		APPROVED				
			01 NOV 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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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

71535

GSTIN : 36AVTPS1528D1ZB

TAX INVOICE

Invoice No. : 1818

Invoice Date : 16/09/2020

Reverse Charge (Y/N) :

State : TELANGANA

Code

36

Transport Mode :

Vehicle Number :

Date of Supply :

Bill to Party

Ship to Party

Address: M/S. VILLA ORCHIDS LLP(KOWKOOR SITE),
 5-4-187/3&4, 2ND FLOOR, SOHAM MANSION,
 MG ROAD , SECBAD-3

GATE PASS NO:1967

GST: 36AANFG4817C1ZH..

GSTIN :

State :

Code

State : TELANGANA

Co
de

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

05

230.00

1150.00

207.00

9%

103.50

9%

103.50

1357.00

HP 88A LASER TONER REFILLING

3707

01

230.00

230.00

41.40

9%

20.70

9%

20.70

271.40

HP 12A LASER TONER DRUMS

8443

03

325.00

975.00

175.50

9%

87.75

9%

87.75

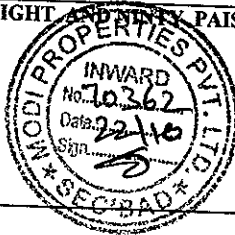
1150.50

2355.00

423.90

2778.90

RS .TWO THOUSAND SEVEN HUNDRED SEVENTY EIGHT AND SEVEN PAISE ONLY.
 (RS.2778.90)



ADD :CGST 9%

2355.00

ADD: SGST 9%

211.95

Total Amount After Tax

211.95

GST on Reverse Charge

2778.90

Bank Details

Bank Name : INDIAN BANK

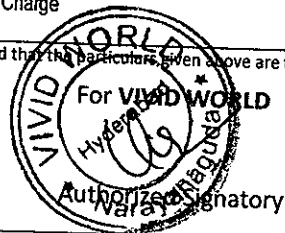
Branch : Narayanguda Branch

Bank A/C : 406746378

Bank IFSC : IDIB000N015

Common Seal

Certified that the particulars given above are true and correct



INWARD	
Inward No: 15316	Date: 16/09/20
MRN No:	Dr:
Received By: [Signature]	Sign: [Signature]
VILLA ORCHIDS LLP	

Purchase Order

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28-10-2020 10:31:52



71535

20.10.20 3:54:09

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	71535	63466
Doc Date	16-09-2020	
Quote No	Nil	
Quote Date	16-09-2020	
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	5.00	230.00	0.00	18.00	1,357.00
2 3522 - Computers and Peripherals - Toner drum - NA - nos	3.00	325.00	0.00	18.00	1,150.50
3 3523 - Computers and Peripherals - Toner refill - NA - nos 88A	1.00	230.00	0.00	18.00	271.40
Total Order Value , , ,					2,778.90

Rupees : Two Thousand Seven Hundred Seventy Eight 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** Villas Orchids

Behind: Janapriya, Kowkur,

Phone. 9502232100/9502266233

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 printer**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Villa Orchids LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Name : _____

Date : ___/___/___

Contact : _____

Requisition Form

Company Name:		VOC LLP	Date:		29.07.2020	
Site & Phase:		VOC	Time:		14:41	
Supplier:			Req. No.		63466	
Material required before :		01.08.2020	ID No.		59202	
No	Description	Size	Quantity	Units	Inward No	Date
1	Printer cartridge (canon LBP 2900)	12A	03	Nos		
2	Mouse	Std	02	Nos		
Remarks: voc site purpose						
Prepared by		Sneha.k	Approved by		A.Suresh	
Sign.& Date		29.07.2020	Sign. & Date		29.07.2020	

P.O. #1535

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