PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	03/11/2020	Prepared by:	NEHA
PO/WO no.	71725	PO / WO Date.	71725
Supplier Name	Vivid world	PO/WO amount	1,309.8/-
Firm/Company	SSLLP	Project	SSLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	1860	22/10/2020	1,309.8/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,309.8/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			84779.	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits : Transportation charges	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1,309.8/-
Amount E – PO / WO value:	1,309.8/-
Amount F – Difference (A – E): GST-18%	—

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	06/11/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	03/11/2020	3/11					

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

71725

GSTIN : 36AVTPS1528D1ZB

TAX INVOICE

Invoice No. : 1860			Transport Mode :
Invoice Date : 22/10/2020			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 ROAG , SECBAD.			GATE PASS NO:2200
GST: 36ACQFS2044C1Z7.			GSTIN :
State : TELANGANA	Code		State : Code

Product Description	HSN Code	UOM	Qty.	Rate	Amount	TAXABLE VALUE	CGST RATE	CGST AMT	SGST RATE	SGST AMT	TOTAL
HP 12A LASER TONER REFILLING	3707		02	230.00	460.00	82.80	9%	41.40	9%	41.40	542.80
HP 12A LASER TONER DRUM	8443		02	325.00	650.00	117.00	9%	58.50	9%	58.50	767.00
					1110.00	199.80					1309.80

INWARD
Inward No: 588 Dt: 22/10/20
MRN No: Dt:
Received By: Sign:
Samargit
MODI PROPERTIES

		1110.00
RS . ONE THOUSAND THREE HUNDRED NINE AND EIGHTY PAISE ONLY. (RS.1309.80)	ADD :CGST 9%	99.90
	ADD: SGST 9%	99.90
	Total Amount After Tax	1309.80
	GST on Reverse Charge	

MODI PROPERTIES INWARD No. 70845 Date 5/11/202

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

Authorized Signatory

VIVID WORLD Hyderabad Narayanguda

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. Date

Purchase Order

 30-10-2020 17:24:30

71725
30.10.20 4:42:53

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**	71725	16629
	Doc Date	22-10-2020	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	22-10-2020	
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	2.00	230.00	0.00	18.00	542.80
2	3522 - Computers and Peripherals - Toner drum - NA - nos	2.00	325.00	0.00	18.00	767.00
					Total Order Value . . .	**1,309.80**

Rupees : One Thousand Three Hundred Nine and Paise Eighty 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 CR dpt
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:	SSLLP	Date:	22-10-2020
Site & Phase :		Time:	
Supplier		Req. No.	16629
Material required before date:		ID No.	61143

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

P.O. 71725

Remarks: This is for cr dept

Prepared By	Suneel	Approved by	
Sign.& Date	22-10-2020	Sign. & Date	

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