PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	06/11/2020	Prepared by:	NEHA.C[redacted]
PO/WO no.	71726	PO / WO Date.	22/10/2020
Supplier Name	Vivid world	PO/WO amount	654.9/-
Firm/Company	GVRC	Project	Head office
Sl. No.	Bill No.	Bill Date	Bill amount
1	1861	22/10/2020	654.9/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			84933	□ 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:	654.9/-
Amount E – PO / WO value:	654.9/-
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	13/11/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha						
Date	06/11/2020						

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

GSTIN : 36AVTPS1528D1ZB

71726

TAX INVOICE

Invoice No. : 1861			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 .GV RESEARCH CENTRE PVT LTD, 5-4-187/3&4, 2ND FLOOR , SOHAM MANSION, MG ROAG , SECBAD.			GATE PASS NO:2200
GST: 36AAHCG4562D1ZP.			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: 587 Dt: 22/10/20
MRN No: Dt:
Received By: Jamarait Sign:
MODI PROPERTIES

RS . SIX HUNDRED FIFTY FOUR AND NINTY PAISE ONLY.
(RS.654.90)

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 10134 Date 09/11 Sign. Neha

10960 09/11

	555.00
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

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

VIVID WORLD Hyderabad Narayanguda

Authorized Signatory

Purchase Order

 30-10-2020 14:54:48 Ori

71726
30.10.20 4:42:53

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-5000
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Vivid World	**Doc No**	71726	16630
204, Kubera Towers, Narayanaguda, Hyderabad.	**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	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 Praveen raju
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Name :

Contact ...

Accepted the above Terms And Conditions

For ***Vivid World***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GV Research Center	Date:	22-10-2020
Site & Phase :	Head Office	Time:	
Supplier		Req. No.	16630
Material required before date:		ID No.	61144

No	Description	Size	Quantity	Units	Inward No	Date
1	12A Toner refilling		1	No		
2	12A Toner drum		1	No		
3						
4		71726				
5						
6						
7						
8						
9						
10						

Remarks: This is Praveen raju

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.