PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/11/2020.	Prepared by:	MINISH.
PO/WO no.	72278	PO / WO Date.	12/08/2020
Supplier Name	VIVID World.	PO/WO amount	507/-
Firm/Company	VIJYA HOMES.	Project	410.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1885	16/11/2020	507/-
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			507/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			85592	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount B – Other Credits :	-
Amount C – Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	507/-
Amount E – PO / WO value:	507/-
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	29/11/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]	APPROVED 24 NOV 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date		24/11					

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. 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

PO : 72278

TAX INVOICE

Invoice No. : 1885			Transport Mode :
Invoice Date : 16/11/2020			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	

Bill to Party	Ship to Party
Address: M/S .VISTA HOMES 5-4-187/3&4, 2ND FLOOR , SOHAM MANSION, MG ROAD , SECBAD.	GATE PASS NO:2514
GST: 36AAGFV2068P1ZJ	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		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
HP 12A LASER TONER MAGNET	8443		01	100.00	100.00	18.00	9%	9.00	9%	9.00	118.00
HP 12A LASER TONER BLADE	8443		01	100.00	100.00	18.00	9%	9.00	9%	9.00	118.00
					430.00	77.40					507.40

INWARD
Inward No: 489 Dt: 16/11/20
MRN No: 85592 Dt:
Received By: Samrsh Sign:

RS. FIVE HUNDRED SEVEN AND FORTY PAISE ONLY.
(RS.507.40)

MODI PROPERTIES SEC'BAD IN No. 71454 Date 23/11/20 Sign. Neha

	430.00
ADD :CGST 9%	38.70
ADD: SGST 9%	38.70
Total Amount After Tax	507.40
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

Authorized Signatory

VIVID WORLD Hyderabad Narayanguda

 19-11-2020 14:17:18

Purchase Order

72278
16.11.20 11:21:50

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details			
Vivid World 204, Kubera Towers, Narayanaguda, Hyderabad. **GSTIN** 36AVTPS1528D1ZB 6682-3161/ 6682-3171 92462-15868	**Doc No**	72278	16677
	Doc Date	12-08-2020	
	Quote No	Nil	
	Quote Date	12-11-2020	
	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	1.00	230.00	0.00	18.00	271.40
2	3530 - Computers and Peripherals - Toner Magnet - Other - nos	1.00	100.00	0.00	18.00	118.00
3	3530 - Computers and Peripherals - Toner Magnet - Other - nos *Toner blade*	1.00	100.00	0.00	18.00	118.00
					Total Order Value . . .	**507.40**

Rupees : Five Hundred Seven and Paise Fourty 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 office use Cr dpt and bhasker
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Vista Homes*

Authorised Signatory

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For *Vivid World*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	16-11-2020
Site & Phase :	Head Office	Time:	
Supplier		Req. No.	~~16677~~
Material required before date:		ID No.	61684.

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

P.O. 72278

Remarks: This is for rajyalakshmi printer

Prepared By	Suneel	Approved by	
Sign.& Date	16-11-2020	Sign. & Date	

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

APPROVED
19 NOV 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE