PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	3/12/20	Prepared by:	Prabhakar.P
PO/WO no.	72523	PO / WO Date.	27.11.20
Supplier Name	Vivid world.	PO/WO amount	271.40
Firm/Company	Modi Properties Pvt. Ltd	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1	1899	27/11/20.	271.40
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			271.40

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.				☑ 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:	271.40
Amount E – PO / WO value:	271.40
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 (exp~~lained 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	7/12/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		PS					
Date		3/12/20					

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

TAX INVOICE

Invoice No. : 1899			Transport Mode :
Invoice Date : 27/11/2020			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	
Bill to Party			Ship to Party
Address: M/S .MODI PROPERTIES PVT LTD 5-4-187/3&4 , 2ND FLOOR , SOHAM MANSION, MG ROAD , SECBAD-3.			GATE PASS NO:2520
GST: 36AABCM4761E1ZM.			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
					230.00	41.40					271.40

INWARD
Inward No: 520 Dt: 27/11/20
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

		230.00
RS. TWO HUNDRED SEVENTY ONE AND FORTY PAISE ONLY (RS.271.40)	ADD :CGST 9%	20.70
	ADD: SGST 9%	20.70
	Total Amount After Tax	271.40
	GST on Reverse Charge	

MODI PROPERTIES PVT. LTD. SEC'BAD — INWARD No. 7681 Date 9/12 Sign Neha

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

Purchase Order

 28-11-2020 11:45:45 Original

72523
25.11.20 1:07:27

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Vivid World 204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc No**	72523	16701
	Doc Date	27-11-2020	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	20-11-2020	
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
					Total Order Value . . .	**271.40**

Rupees : Two Hundred Seventy One 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

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For ***Modi Properties Pvt.Ltd.***
Authorised Signatory

28/11/2020

Name : ______

Contact ...

Accepted the above Terms And Conditions

For ***Vivid World***

Name : ______

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	26-11-2020
Site & Phase :	Head Office	Time:	
Supplier	Sai Adhitya	Req. No.	16701
Material required before date:		ID No.	61878

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

42523

APPROVED
28 NOV 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: This is for jagadish printer

Prepared By	Suneel	Approved by	
Sign.& Date	26-11-2020	Sign. & Date	

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