

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		21/12/20		Prepared by:		NEHA .C	
PO/WO no.		73046		PO / WO Date.		14/12/20	
Supplier Name		Vivid world		PO/WO amount		926/-	
Firm/Company		SSLP		Project		SHLLP	
Sl. No.	Bill No.			Bill Date	Bill amount		
1	1927			14/12/20	926/-		
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):							
926/-							
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			86526	☐ 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:							
926/-							
Amount E – PO / WO value:							
926/-							
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 / WO?				☒ Yes ☐ No – wait for balance material ☐ No (explained below)			
Advance paid / PDC given (deduct when paying)				☐ Yes – Rs. _____ ☒ No			
Payment – due date				25/12/20			
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	21/12/20 21/12						

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

73046

TAX INVOICE

Invoice No. : 1927

Invoice Date : 14/12/2020

Reverse Charge (Y/N) :

State : TELANGANA

Code

36

Transport Mode :

Vehicle Number :

Date of Supply :

Bill to Party

Address: M/S . SUMMIT SALES LLP ,
5-4-187/3&4 , 2ND FLOOR, SOHAM MANSION,
MG ROAD , SECBAD.

Ship to Party

GATE PASS NO:2526

GST: 36ACQFS2044C1Z7.

GSTIN :

State : TELANGANA

State :

Code

Product Description

HSN
Code

U
O
M

Qty.

Rate

Amount

TAXABLE
VALUE

CGST

SGST

TOTAL

RATE

AMT

RATE

AMT

HP 12A / 88A 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

01

325.00

325.00

58.50

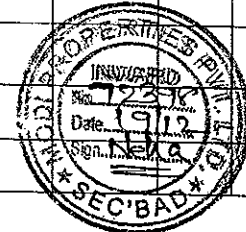
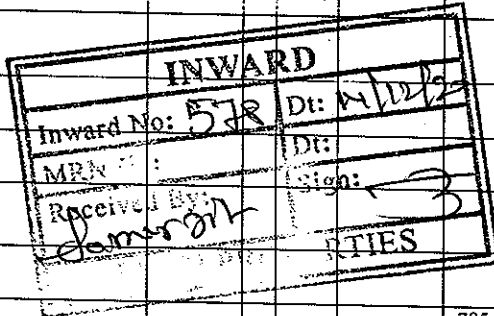
9%

29.25

9%

29.25

383.50



785.00

141.30

926.30

785.00

RS.NINE HUNDRED TWENTY SIX AND THIRTY PAISE ONLY....
(RS.926.30)

ADD :CGST 9%

70.65

ADD: SGST 9%

70.65

Total Amount After Tax

926.30

GST on Reverse Charge

Bank Details

Bank Name : INDIAN BANK

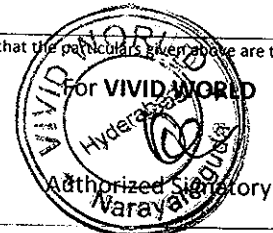
Branch : Narayanguda Branch

Bank A/C : 406746378

Bank IFSC : IDIB000N015

Common Seal

Certified that the particulars given above are true and correct



Purchase Order

Page(s) 1 Of 1

17-12-2020 11:08:20



73046

16.12.20 11:34:54

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.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	73046	16749
Doc Date	14-12-2020	
Quote No	Nil	
Quote Date	14-12-2020	
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	2.00	230.00	0.00	18.00	542.80
2 3522 - Computers and Peripherals - Toner drum - NA - nos	1.00	325.00	0.00	18.00	383.50
Total Order Value . . .					926.30

Rupees : Nine Hundred Twenty Six and Paise Thirty 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

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 Krishnaprasad & Pavan**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:		Summit sales LLP		Date:		14-12-2020	
Site & Phase :		Head Office		Time:			
Supplier		Vivid world		Req. No.		16749	
Material required before date:			ID No.		62327		
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A Toner refilling		1	No			
2	88A toner refilling		1	No			
3	12A drum		1	No			
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for krishnaprasad and pavan							
Prepared By		Suneel		Approved by			
Sign. & Date		14-12-2020		Sign. & Date			

APPROVED
17 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

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