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	SSLLP	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 / W?O	☑ 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:	[signature]	[signature]					
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	Transport Mode :
Invoice Date : 14/12/2020	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 ROAD , SECBAD.	GATE PASS NO:2526
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 / 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

INWARD
Inward No: 578 Dt: 14/12/20
MRN : Dt:
Received By: Sign:
...RTIES

INWARD No. 7236 Date 19/12 Sign
...PROPERTIES PVT. LTD. SEC'BAD

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

	785.00
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

For VIVID WORLD

VIVID WORLD Hyderabad Narayanguda

Authorized Signatory

Purchase Order

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
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 Krishnaprasad & Pavan
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***
Authorised Signatory

Name : 17/12/2020

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						

73046

APPROVED
17 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: This is for krishnaprasad and pavan

Prepared By	Suneel	Approved by	
Sign.& Date	14-12-2020	Sign. & Date	

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