PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	4/1/21	Prepared by:	NEHA .C
PO/WO no.	73365	PO / WO Date.	22/12/20
Supplier Name	vivid world	PO/WO amount	272
Firm/Company	MPIL	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	1935	22/12/20	271
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			271

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
Amount E – PO / WO value:	272
Amount F – Difference (A – E): GST-18%	1

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	8/1/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	4/1/21	4/1					

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

73365

TAX INVOICE

Invoice No. : 1935			Transport Mode :
Invoice Date : 22/12/2020			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: 2532
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: 619 Dt: 22/12/20
MRN No: Dt:
Received By: Samrat 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	

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 Narayanaguda

MODI PROPERTIES SECBAD INWARD No: 72868 Date: 2/1/21 Sign:

Purchase Order

73365
23.12.20 11:33:23

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	**Doc No**	73365	16780
204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc Date**	22-12-2020	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	22-12-2020	
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	3522 - Computers and Peripherals - Toner drum - 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 / Brand	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 Cost	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 Kanaka rao
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : 29/12/2020

Contact

Accepted the above Terms And Conditions

For *Vivid World*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	22-12-2020
Site & Phase :	Head office	Time:	
Supplier		Req. No.	16780
Material required before date:		ID No.	62628

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

P.O. 73365

APPROVED
29 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: This is for kanaka rao sir

Prepared By	Suneel	Approved by	
Sign.& Date	22-12-2020	Sign. & Date	

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