

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		18/2/21		Prepared by:		NEHA	
PO/WO no.		74526		PO / WO Date.		06/02/2021	
Supplier Name		M/s Vivid world		PO/WO amount		660.81-	
Firm/Company		MPPL		Project		Head office	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	1993	04/02/2021		660.81-			
2							
3							
Amount A – Bills total(Excluding Transport & Hamali Charges):						660.81-	
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:						660.81-	
Amount E – PO / WO value:						660.81-	
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			22-02-21				
Remarks							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	18/2/21	18/2					

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/-

Requisition Form

Company Name:		Modi Properties.		Date:		04-02-2021	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		182613	
Material required before date:					ID No.		63661

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

74526

Remarks: This is umakanth and sujath

Prepared By	Suneel	Approved by	
Sign.& Date	04-02-2021	Sign. & Date	

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

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 1993			Transport Mode :
Invoice Date :04/02/2021			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	

Ship to Party

GATE PASS NO:2791

GSTIN :

Code

INWARD

Inward No: 800	Dt: 04/04/24
MRN No:	Dt:
Received By: <i>[Signature]</i>	Sign: <i>[Signature]</i>
MODIPROPERTIES	

GST on Reverse Charge

the particulars given above are

For VIVID WORLD

Authorized Signatory



Purchase Order

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08-02-2021 11:50:20



74526

05.02.21 11:35:32

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.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	74526	182613
Doc Date	06-02-2021	
Quote No	Nil	
Quote Date	06-02-2021	
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	100.00	0.00	18.00	118.00

Total Order Value . . . 660.80

Rupees : Six Hundred Sixty and Paise Eighty 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

Penalty 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 Umakanth and sujath**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : _____

Name : _____

Date : ____/____/____

Accepted the above Terms And Conditions

For **Vivid World**