

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		25/02/2021		Prepared by:		NEHA	
PO/WO no.		74898		PO / WO Date.		17/2/2021	
Supplier Name		M/s Vivid world		PO/WO amount		543 / -	
Firm/Company		MPPL		Project		H10	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	2001	15/02/2021		542.81 -			
2							
3							
Amount A – Bills total(Excluding Transport & Hamali Charges):						542.81 -	
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN			
1.	1	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:						543 / -	
Amount E – PO / WO value:						543 / -	
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 01/03/2021				
Remarks							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	25/2/21	25/2					

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/-

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

74898

Invoice No. : 2001			Transport Mode :
Invoice Date :15/02/2021			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	

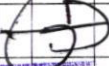
Ship to Party

GATE PASSNO:2799.

GSTIN :

State :

Code

INWARD	
Inward No: 825	Dt: 15/02/24
MRN No:	Dt:
Received By: Samarth Singh	Signature: 
MODI PROPERTIES	

ADD :CGST 9%

41.40

ADD: SGST 9%

41.40

Total Amount After Tax

542.80

GST on Reverse Charge

Certified that the particulars given above are true and correct

Authorized Signatory

Purchase Order

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18-02-2021 12:25:33



74898

16.02.21 11:18:37

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	74898	182644
Doc Date	17-02-2021	
Quote No	Nil	
Quote Date	17-02-2021	
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
Total Order Value . . .					542.80

Rupees : Five Hundred Fourty Two and Paise Eighty 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, IInd 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 Aruna mam and kanaka rao**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : _____

Contact :-

Accepted the above Terms And Conditions

For **Vivid World**

Date : __/__/__

Name : _____

Requisition Form

Compan Name:		Modi Properties LLP		Date:		15-02-21	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		182644	
Material required before date:					ID No.		64030
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A toner refilling		2	Nos			
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for aruna madam & kanakaraao							
Prepared By		K.Suneel		Approved by			
Sign.& Date		15-02-21		Sign. & Date			

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

Requisition Form

Company Name:				Date:			
Site & Phase :				Time:			
Supplier				Req. No.			
Material required before date:					ID No.		
No	Description	Size	Quantity	Units	Inward No	Date	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:							
Prepared By				Approved by			
Sign.& Date				Sign. & Date			

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