

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		22/02/2021		Prepared by:		NEHA	
PO/WO no.		74861		PO / WO Date.		17/02/2021	
Supplier Name		M/s. Vivid World		PO/WO amount		389.40	
Firm/Company		Vista homes		Project		Vista homes	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	1997	09/02/2021		389.40			
2							
3							
Amount A – Bills total(Excluding Transport & Hamali Charges):						389.40	
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/Charges						-	
Amount C –Other Debits :						-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:						389.40	
Amount E – PO / WO value:						389.40	
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			01-03-21				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	22/2/21	28/2	24 FEB 2021				

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

74881

TAX INVOICE

Invoice No. : 1997

Transport Mode :

Invoice Date : 09/02/2021

Vehicle Number :

Reverse Charge (Y/N) :

Date of Supply :

State : TELANGANA

Code

36

Bill to Party

Ship to Party

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

GATE PASS NO:2795

GST: 36AAGFV2068P1ZJ

GSTIN :

State : TELANGANA

Co
de

State :

Code

Product Description

HSN
Code

U
O
M

Qty.

Rate

Amount

TAXABLE
VALUE

CGST

SGST

TOTAL

RATE

AMT

RATE

AMT

HP 12A LASER TONER REFILLING

3707

01

230.00

230.00

41.40

9%

20.70

9%

20.70

271.40

HP 12A LASER TONER MAGNET

8443

01

100.00

100.00

18.00

9%

9.00

9%

9.00

118.00

330.00

59.40

389.40

RS. THREE HUNDRED EIGHTY NINE AND FORTY PAISE ONLY...
(RS.389.40)

ADD :CGST 9%

29.70

ADD: SGST 9%

29.70

Total Amount After Tax

389.40

GST on Reverse Charge

Bank Details

Bank Name : INDIAN BANK

Branch : Narayanguda Branch

Bank A/C : 406746378

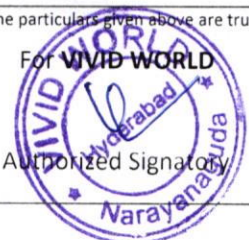
Bank IFSC : IDIB000N015

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory



Purchase Order

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17-02-2021 12:42:46



74881

PY

16.02.21 11:18:37

From Company : **Vista Homes**
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB
6682-3161/ 6682-3171 92462-15868

Doc No	74881	182639
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	1.00	230.00	0.00	18.00	271.40
2 3530 - Computers and Peripherals - Toner Magnet - Other - nos	1.00	100.00	0.00	18.00	118.00
Total Order Value . . .					389.40

Rupees : Three Hundred Eighty Nine 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
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 Rajya lakshmi printer
Completion Date Nil
Measurment Nil
Security Nil
Remarks

For **Vista Homes**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Vivid World**

Date : ____/____/____

Requisition Form

Company Name:		Vista Homes		Date:		09-02-2021	
Site & Phase :		Head Office		Time:		182639	
Supplier				Req. No.		64010	
Material required before date:					ID No.		
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A toner refilling		1	No			
2	12A Toner Magnate		1	No			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for Rajyalakshmi printer							
Prepared By		Suneel		Approved by			
Sign.& Date		09-02-2021		Sign. & Date			

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