

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

Date:		17/3/21		Prepared by:		NEHA	
PO/WO no.		75491		PO / WO Date.		11/3/21	
Supplier Name		Vivid world		PO/WO amount		542.85	
Firm/Company		NPPL		Project		+6	
Sl. No.		Bill No.		Bill Date		Bill amount	
1		2023		4/3/21		542.81-	
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						542.81-	
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN			
1.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits : Transportation charges						—	
Amount C –Other Debits :						—	
Amount D (D=A+B-C) – Amount to be credited to the supplier:						542.81-	
Amount E – PO / WO value:						542.81-	
Amount F – Difference (A – E): GST-18%						—	
Quantity received as per PO /WO			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)				
Is difference between PO / Bill acceptable?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)				
Excess / short material received			<input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)				
Close PO / W?O			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)				
Advance paid / PDC given (deduct when paying)			<input type="checkbox"/> Yes – Rs. ___/- <input checked="" type="checkbox"/> No				
Payment – due date			20/3/21				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	<u>Neha</u>						
Date	17/3/21						

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

75491

## TAX INVOICE

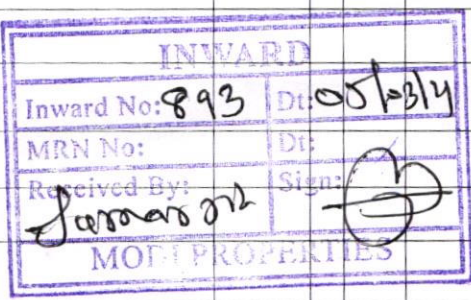
Invoice No. : 2023	Transport Mode :
Invoice Date : 04/03/2021	Vehicle Number :
Reverse Charge (Y/N) :	Date of Supply :
State : TELANGANA	Code : 36

Bill to Party	Ship to Party
Address: M/S. MODI PROPERTIES PVT LTD, 5-4-187/3&4 , 2 <sup>ND</sup> FLOOR , SOHAM MANSION , MG ROAD ,SECBAD-3	GATE PASS NO:2857

GST: 36AABCM4761E1ZM

State : TELANGANA	Co de	State :	Code
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Product Description	HSN Code	UOM	Qty.	Rate	Amount	TAXABLE VALUE	CGST		SGST		TOTAL
							RATE	AMT	RATE	AMT	
HP 1234 MASTER TONER REFILLING	3707		02	230.00	460.00	82.80	9%	41.40	9%	41.40	542.80
					460.00	82.80					542.80



RS. FIVE HUNDRED FORTY AND EIGHTY PAISE ONLY.... (RS.542.80)	ADD :CGST 9%	41.40
	ADD: SGST 9%	41.40
	Total Amount After Tax	542.80
	GST on Reverse Charge	



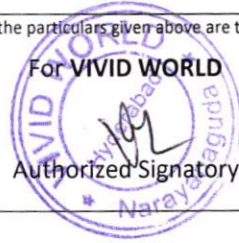
Bank Details	
Bank Name	: INDIAN BANK
Branch	: Narayanguda Branch
Bank A/C	: 406746378
Bank IF SC	: IDIB000N015

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory



# Purchase Order



75491

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From Company : **Modi Properties Pvt.Ltd.**  
5-4-187/3 & 4, IIInd 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

<b>Doc No</b>	75491	182686
<b>Doc Date</b>	11-03-2021	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	11-03-2021	
<b>SupplyType</b>	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 12A	2.00	230.00	0.00	18.00	542.80
<b>Total Order Value . . .</b>					<b>542.80</b>

Rupees : Five Hundred Fourty Two 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 Site use purpose

**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**

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_



## Requisition Form

Company Name:		Modi Properties Pvt Ltd		Date:		04-03-21	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		182686	
Material required before date:					ID No.		64578
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A Toner refilling		2	No			
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for HO							
Prepared By		K.Suneel		Approved by			
Sign. & Date		04-03-21		Sign. & Date			

75491

APPROVED

11 MAR 2021

P. PRABHAKAR  
Sr. MANAGER PURCHASE

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