E

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	17/3/21	Prepared by:	NEHA
PO/WO no.	75492	PO / WO Date.	11/3/21
Supplier Name	Vivid world	PO/WO amount	1693.3/-
Firm/Company	SSLLP	Project	-
Sl. No.	Bill No.	Bill Date	Bill amount
1	2021	4/3/21	1693.3/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1693.3/-

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:	1693.3/-
Amount E – PO / WO value:	1693.3/-
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	20/3/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha						
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

75492

TAX INVOICE

Invoice No. : 2021	
Invoice Date :04/03/2021	Transport Mode :
Reverse Charge (Y/N) :	Vehicle Number :
State : TELANGANA · Code · 36	Date of Supply :
Bill to Party	Ship to Party
Address: M/S. SUMMIT SALS LLP, 5-4-187/3&4 , 2ND FLOOR , SOHAM MANSION , MG ROAD ,SECBAD-3	GATE PASS NO:2857
GST: 36ACQFS2044C1Z7	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 12 A LASER TONER REFILLING	3707		02	230.00	460.00	82.80	9%	41.40	9%	41.40	542.80
HP 12 A LASER TONER DRUM	8443		02	325.00	650.00	117.00	9%	58.50	9%	58.50	767.00
RICOH LASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
					1435.0	258.30					1693.30

INWARD
Inward No: 841 Dt: 05/03/21
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

RS. ONE THOUSAND SIX HUNDRED NINTY THREE AND THIRTY PAISE ONLY....

(RS.1693.30)

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No: 75475 Date: 16/3

	1435.00
ADD :CGST 9%	129.15
ADD: SGST 9%	129.15
Total Amount After Tax	1693.30
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

Requisition Form

Company Name:	Summit sales	Date:	04-03-2021
Site & Phase :	Head office	Time:	
Supplier		Req. No.	
Material required before date:		ID No.	182683 64577

No	Description	Size	Quantity	Units	Inward No	Date
1	12A Toner Refilling		2	Nos		
2	12A toner Drum		2	Nos		
3	Ricoh Drum		1	No		
4						
5						
6						
7						
8						
9	75492					
10						

Remarks: This is for Cr and purchase Dept

Prepared By	Suneel	Approved by	
Sign.& Date	04-03-2021	Sign. & Date	

APPROVED
11 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Purchase Order

 11-03-2021 14:35:08

75492
04.03.21 12:26:59

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

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

Doc No	75492	182683
Doc Date	11-03-2021	
Quote No	Nil	
Quote Date	11-03-2021	
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	2.00	325.00	0.00	18.00	767.00
3	3522 - Computers and Peripherals - Toner drum - NA - nos *Ricoh Drum*	1.00	325.00	0.00	18.00	383.50
					Total Order Value . . .	**1,693.30**

Rupees : One Thousand Six Hundred Ninty Three and Paise Thirty 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 Site use purpose
Completion Date	nill
Measurment	Nil
Security	Nil
Remarks	.

For ***Summit Sales LLP***

Authorised Signatory

Name : ______________

Contact

Accepted the above Terms And Conditions

For ***Vivid World***

Name : ______________

Date : __/__/__