

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 17/3/21		Prepared by: PRABHAKAR	
PO/WO no. 75356		PO / WO Date. 25/2/21	
Supplier Name Vivid world		PO/WO amount 1852.60	
Firm/Company Nilgish Exports		Project H.O.	
Sl. No.	Bill No.	Bill Date	Bill amount
1	2012	25/2/21	1852.60
2			
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1852.60
Sl. No.	DC .No	DC. Date	MRN No.
1.	/	/	89221
2.			
3.			
Amount B –Other Credits : Transportation charges/Charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			1852.60
Amount E – PO / WO value:			1852.60
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		29/3	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date			

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

TAX INVOICE

Invoice No. : 2012

Invoice Date : 25/02/2021

Reverse Charge (Y/N) :

State : TELANGANA

Code

36

Bill to Party

Address: M/S. NILGIRI ESTATES (RAMPALLY STE),
5-4-187/3&4, 2ND FLOOR, SOHAM MANSION,
MG RAOD, SECBAD.

Transport Mode : By bike

Vehicle Number : TS09EQ 6533

Date of Supply : 25/02/2021

Ship to Party

GATE PASS NO: 2618

75356

GST: 36AAHFN0766F1ZA

GSTIN :

State : TELANGANA

State :

Code

Product Description	HSN Code	UOM	Qty.	Rate	Amount	TAXABLE VALUE	CGST		SGST		TOTAL
							RATE	AMT	RATE	AMT	
HP 12 A LASER TONER REFILLING	3707		04	230.00	920.00	165.60	9%	82.80	9%	82.80	1085.60
HP 12A LASER TONER DRUM	8443		02	325.00	650.00	117.00	9%	58.50	9%	58.50	767.00
					1570.00	282.60					1852.60

RS. ONE THOUSAND EIGHT HUNDRED FIFTY TWO AND SIXTY PAISE ONLY....

(RS.1852.60)

ADD : CGST 9%

ADD : SGST 9%

Total Amount After Tax

GST on Reverse Charge

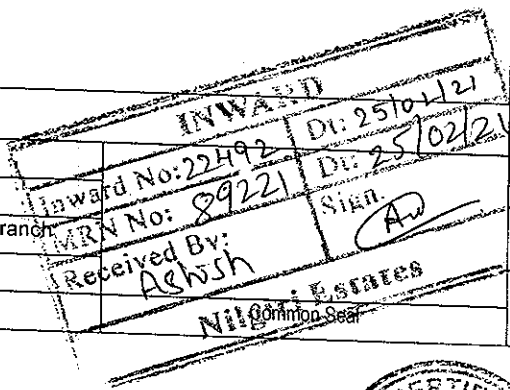
Bank Details

Bank Name : INDIAN BANK

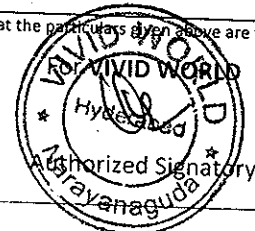
Branch : Narayanguda Branch

Bank A/C : 406746378

Bank IFSC : IDIB000N015



Certified that the particulars given above are true and correct



Requisition Form

Company Name:		Nilgiri Estates		Date:		25-02-2021	
Site & Phase :		Head office		Time:			
Supplier				Req. No.		182675	
Material required before date:				ID No.		64437	
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A Toner Refilling		04	Nos			
2	12A Drum		02	Nos			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: For site use							
Prepared By		Suneel		Approved by			
Sign. & Date		25-02-2021		Sign. & Date			

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

APPROVED
11 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Purchase Order

Page(s) 1 Of 1

10-03-2021,10:31:11 AM



75356

04.03.21 12:23:55

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

Doc No 75356 182675

Doc Date 25-02-2021

Quote No Nil

Quote Date 25-02-2021

SupplyType Supply

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

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	4.00	230.00	0.00	18.00	1,085.60
2 3522 - Computers and Peripherals - Toner drum - NA - nos	2.00	325.00	0.00	18.00	767.00

Total Order Value . . . 1,852.60

Rupees : One Thousand Eight Hundred Fifty Two and Paise Sixty 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, IIInd 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 Site use purpose

Completion Date nil

Measurment Nil

Security Nil

Remarks

For **Nilgiri Estates**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name :

Name :

Date : / /