PURCHASE DIVISION

Advice for approval for credit to supplier E

Date:	23/4/21	Prepared by:	MOUNIKA
PO/WO no.	76558	PO / WO Date.	15/3/21
Supplier Name	vivid world	PO/WO amount	660.80/-
Firm/Company	SSLLP	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	2031	15/3/21	660.80/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			660.80/-

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:	660.80/-
Amount E – PO / WO value:	660.80/-
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~~w)
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	29/4/21

Remarks: Incentive Rs. 20/-

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Moni		23 APR 2021				
Date	23/4						

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. : 2031	Transport Mode :
Invoice Date :15/03/2021	Vehicle Number :
Reverse Charge (Y/N) :	Date of Supply :
State : TELANGANA Code 36	
Bill to Party	**Ship to Party**
Address: M/S.SUMMIT SALES LLP, 5-4-187/3&4 , 2ND FLOOR, SOHAM MANSION, MG ROAD , SECBAD.	GATE PASS NO:2861
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		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
HP 88 A LASER TONER REFILLING	3707		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
HP 88A LASER TONER PCR	8443		01	100.00	100.00	18.00	9%	9.00	9%	9.00	118.00
					560.00	100.80					660.80

INWARD
Inward No: 915 Dt: 15/03/21
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

		560.00
RS. SIX HUNDRED SIXTY AND EIGHTY PAISE ONLY....	ADD :CGST 9%	50.40
(RS.660.80)	ADD: SGST 9%	50.40
	Total Amount After Tax	660.80
	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

79834
22/4

Purchase Order

 21-Apr-21 4:34:47 PM

76558
16.04.21 1:10:46

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.	**Doc No**	76558	182779
	Doc Date	15-03-2021	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	21-04-2021	
6682-3161/ 6682-3171 92462-15868	**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	3523 - Computers and Peripherals - Toner refill - NA - nos	1.00	230.00	0.00	18.00	271.40
3	3522 - Computers and Peripherals - Toner drum - NA - nos	1.00	100.00	0.00	18.00	118.00
					Total Order Value . . .	**660.80**

Rupees : Six Hundred Sixty 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
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 Pavan Rambabu Prasad & Prabhakar Reddy purpose
Completion Date	nill
Measurment	Nil
Security	Nil
Remarks	.

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Vivid World***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Summit Sales LLP	Date:	20-04-21
Site & Phase :	Head Office	Time:	
Supplier		Req. No.	182779
Material required before date:		ID No.	65566

No	Description	Size	Quantity	Units	Inward No	Date
1	88A Refilling		1	No		
2	88A Drum		1	No		
3	12A Refilling		3	No		
4	12A Drum		2	No		
5						
6	76558					
7						
8						
9						
10						

Remarks: This is for Pavan, Rambabu, Krishna Prasad & Prabhakar Reddy Printers

Prepared By	K.Lakshmi Durga	Approved by	
Sign.& Date	20-04-21	Sign. & Date	

APPROVED
22 APR 2021
P. PRABHAKAR
MANAGER PURCHASE

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