

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/6/21	Prepared by:	HEMENDR
PO/WO no.	77523	PO/WO Date.	3/6/21
Supplier Name	Vandana	PO/WO amount	9261
Firm/Company	SSLP	Project	SSLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	2091	3/6/21	9261
2			
3			
4			

Amount A - Bills total (Excluding Transport & Freight Charges):

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	2091	3/6/21	—	☐ 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:

Amount E - PO / WO value:

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 / WO? ☒ Yes ☐ No - wait for balance material ☐ No (explained below)

Advance paid / PDC given (deduct when paying) ☐ Yes - Rs. /- ☒ No

Payment - due date

Remarks:

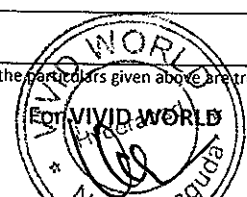
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED				
Date			18 JUN 2021				

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare IV for debit on additional sheets if quantity of bill is not correct.

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

77573

Invoice No. : 2091					Transport Mode :					
Invoice Date :03/06/2021					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 (CHERLAPALLI SITE), -187/3&4, 2 ND FLOOR, SOHAM MANSION, 5 ROAD , SECBAD.					GATE PASS NO:3554					
GSTIN: 36ACQFS2044C1Z7.					GSTIN :					
State : TELANGANA			Co de		State :				Co	
Product Description	HSN Code	UOM	Qty.	Rate	Amount	TAXABLE VALUE	CGST		SGST	TO
							RATE	AMT	RATE	AMT
12 A LASER TONER REFILLING	3707		02	230.00	460.00	82.80	9%	41.40	9%	41.40
12A LASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25
					785.00	141.30			9%	
									78	
. NINE HUNDRED TWENTY SIX AND THIRTY PAISE ONLY....						ADD :CGST 9%				70
\$.926.30)						ADD: SGST 9%				70
						Total Amount After Tax				9%
						GST on Reverse Charge				
Bank Details						Certified that the particulars given above are true and correct 				
Bank Name : INDIAN BANK										
Branch : Narayanguda Branch										
Bank A/C : 406746378										

Purchase Order



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10.06.21 10:31:08

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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 77573 168742

Doc Date 03-06-2021

Quote No Nil

Quote Date 03-06-2021

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	1.00	325.00	0.00	18.00	383.50
Total Order Value . . .					926.30
Rupees : Nine Hundred Twenty Six and Paise Thirty 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	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
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 purpose
Completion Date	nil
Measurment	Nil
Security	Nil
Remarks	.

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		09-06-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		11:00	
Supplier				Req. No.		168742	
Material required before date:				ID No:		66568	
S. No	Description	Size	Quantity	Units	Inward No	D.	
1	HP laser toner refilling	12A	02	Nos			
2	HP laser toner drum	12A	01	Nos			

Remarks: For toner refilling purpose

Prepared By	BHAVANI	Sign. & Date	
Sign. & Date	09-06-2021	Sign. & Date	

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

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