PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	28/6/21	Prepared by:	HEMENDRA
PO/WO no.	77968	PO / WO Date.	23/6/21
Supplier Name	Vivid World	PO/WO amount	1,316/-
Firm/Company	SSLLP	Project	SLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	2105	21/6/21	1,316/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,316/-

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:	1,316/-
Amount E – PO / WO value:	1,316/-
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	2/7/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date		28/6/21					

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

TAX INVOICE

Invoice No. : 2105	Transport Mode :
Invoice Date :21/06/2021	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 (CHERLAPALLY SITE), 5-4-187/3&4 , 2ND FLOOR, SOHAM MANSION, MG ROAD, SECBAD.	GATE PASS NO:
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 12A LASER TONER REFILLING	3707		03	230.00	690.00	124.20	9%	62.10	9%	62.10	814.20
HP 12A LASER TONERDRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
HP 12A LASER TONER PCR	8443		01	100.00	100.00	18.00	9%	9.00	9%	9.00	118.00
					1115.00	200.70					1315.70
											1115.00

RS . ONE THOUSAND THREE HUNDRED FIFTEEN AND SEVENTY PAISE

(RS .1315.70)

ADD :CGST 9%	100.35
ADD: SGST 9%	100.35
Total Amount After Tax	1315.70
GST on Reverse Charge	

Certified by:
Stores Manager

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

Inward No: 16480 Dt: 21/6/21
MRN No:
Received By: Sign:
SUMMIT SALES LLP

81448
24/6

 24-06-2021 12:00:12

Purchase Order

77968
19.06.21 11:50:48

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	77968	168767
Doc Date	23-06-2021	
Quote No	Nil	
Quote Date	23-06-2021	
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	3.00	230.00	0.00	18.00	814.20
2	3522 - Computers and Peripherals - Toner drum - NA - nos	1.00	325.00	0.00	18.00	383.50
3	3523 - Computers and Peripherals - Toner refill - NA - nos *Tonner PCR*	1.00	100.00	0.00	18.00	118.00
					Total Order Value . . .	**1,315.70**

Rupees : One Thousand Three Hundred Fifteen and Paise Seventy 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
Penality 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	nill
Measurment	Nil
Security	Nil
Remarks	.

For *Summit Sales LLP*
Authorised Signatory

24/06/2021

Name : ____________

Contact - -

Accepted the above Terms And Conditions
For *Vivid World*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:		SUMMIT SALES LLP					
Site & Phase :		SUMMIT HOUSING LLP		Date:		23-06-2021	
Supplier				Time:		12:00	
Material required before date:				Req. No.		168767	
				ID No.		66922	
S. No	Description	Size	Quantity	Units	Inward No	Date	
1	12A toner refilling		3	Nos			
2	12A toner magner	77968	1	Nos			
3	12A toner drum		1	Nos			
Remarks:For Stock Maintenance Purpose							
Prepared By		BHAVANI					
Sign.& Date		23-06-2021		Sign. & Date			

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