PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29/6/21	Prepared by:	Prabhakar
PO/WO no.	77971	PO / WO Date.	23.6.21
Supplier Name	Vivid world	PO/WO amount	1197.70
Firm/Company	Vista Homes	Project	Vista Homes
Sl. No.	Bill No.	Bill Date	Bill amount
1	2106	22/6/21	1197.70
2			
3			
4			/
Amount A – Bills total(Excluding Transport & Hamali Charges):			1197.70

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/Charges	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1197.70
Amount E – PO / WO value:	1197.70
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	D 5/7/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		29/6/21					

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. : 2106	
Invoice Date :22/06/2021	Transport Mode :
Reverse Charge (Y/N) :	Vehicle Number :
State : TELANGANA Code 36	Date of Supply :
Bill to Party	Ship to Party
Address: M/S. VISTA HOMES (KUSHAIGUDA SITE) 5-4-187/3&4 , 2ND FLOOR, SOHAM MANSION, MG ROAD, SECBAD.	GATE PASS NO: 10729 / DT: 21/6/21.
GST: 36AAGFV2068P1ZJ	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
					1015.00	182.70					1197.70

INWARD
Inward No: 2592 Dt: 22/6/21
MRN No: Dt:
Received By Sign:
Vista Homes.

RS. ONE THOUSAND ONE HUNDRED NINTY SEVEN AND SEVENTY PAISE

(RS .1197.70)

	1015.00
ADD :CGST 9%	91.35
ADD: SGST 9%	91.35
Total Amount After Tax	1197.70
GST on Reverse Charge	

Bank Details

Bank Name	: INDIAN BANK
Branch	: Narayanguda Branch
Bank A/C	: 406746378
Bank IFSC	: IDIB000N015

Common Seal

8145
24/6

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory

Purchase Order

 24-06-2021 12:00:12

77971
19.06.21 11:50:48

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

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

Doc No	77971	180809
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
					Total Order Value . . .	**1,197.70**

Rupees : One Thousand One Hundred Ninty Seven 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	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: 8790166611
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 ***Vista Homes***
Authorised Signatory

24/06/2021

Name : ____________

Contact : --

Accepted the above Terms And Conditions
For ***Vivid World***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	21.06.21
Site & Phase :	Vista Homes	Time:	11:00
Supplier:		Req. No.	180809
Material required before date:	14.06.21	ID No.	66857

No	Description	Size	Quantity	Units	Inward No	Date
1	Cartage refilling	Std	03	No's		
2	HP 12A Tonner Drum		01	No's		
3						
4						
5	77971					
6						
7						
8						
9						
10						

Remarks: For site office and sales office use purpose.

Prepared By	T. Madhu	Approved by	
Sign.& Date	21.06.21	Sign. & Date	

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