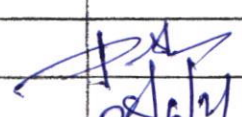


✓ 16/6/21

PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | | | |
|---|---|------------------|---|--|-----------------------------|------------|------------------|
| Date: | | 26/6/21 | | Prepared by: | | A. Sravani | |
| PO/WO no. | | 77705 | | PO / WO Date. | | 10/6/21 | |
| Supplier Name | | Vivid world. | | PO/WO amount | | 1,469/- | |
| Firm/Company | | MPPL | | Project | | HO | |
| Sl. No. | Bill No. | Bill Date | | Bill amount | | | |
| 1 | 2092. | 10/6/21 | | 1469/- | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | | | | 1469/- | |
| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN | | | |
| 1. | 2092 | 10/6/21 | — | <input type="checkbox"/> Yes <input type="checkbox"/> No — | | | |
| 2. | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| 3. | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Amount B –Other Credits : Transportation charges | | | | | | — | |
| Amount C –Other Debits : | | | | | | — | |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | | | | | | 1469/- | |
| Amount E – PO / WO value: | | | | | | 1469/- | |
| Amount F – Difference (A – E): GST-18% | | | | | | — | |
| Quantity received as per PO /WO | | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below) | | | | |
| Is difference between PO / Bill acceptable? | | | <input type="checkbox"/> Yes <input type="checkbox"/> No (explained below) | | | | |
| Excess / short material received | | | <input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below) | | | | |
| Close PO / W?O | | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below) | | | | |
| Advance paid / PDC given (deduct when paying) | | | <input type="checkbox"/> Yes – Rs. ___/- <input checked="" type="checkbox"/> No | | | | |
| Payment – due date | | | 28 / 6 / 21 | | | | |
| Remarks: | | | | | | | |
| | | | | | | | |
| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | MD | Accounts – receiver of bill | Accountant | Accounts Manager |
| Sign: |  | | | | | | |
| Date | 26/6/21 | | | | | | |

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

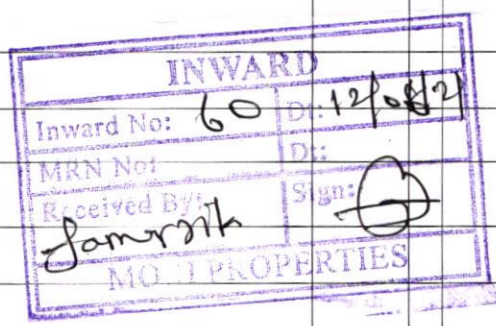
77705

| | |
|---------------------------|------------------|
| Invoice No. : 2092 | Transport Mode : |
| Invoice Date : 10/06/2021 | Vehicle Number : |
| Reverse Charge (Y/N) : | Date of Supply : |
| State : TELANGANA | Code : 36 |

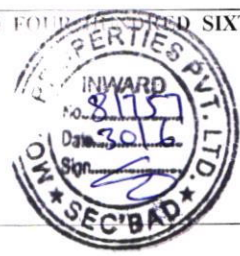
| | |
|---|-------------------|
| Bill to Party | Ship to Party |
| Address: M/S. SUMMIT SALES LLP, 5-4-187/3&4, 2 ND FLOOR, SOHAM MANSION, MG ROAD, SECBAD. | GATE PASS NO:2887 |

| | |
|-----------------------|---------|
| GST: 36ACQFS2044C1Z7. | GSTIN : |
| State : TELANGANA | State : |
| Co de | Code |

| Product Description | HSN Code | U O M | Qty. | Rate | Amount | TAXABLE VALUE | CGST | | SGST | | TOTAL |
|-------------------------------|----------|-------|------|--------|---------|---------------|------|-------|------|-------|---------|
| | | | | | | | RATE | AMT | RATE | AMT | |
| HP 12 A LASER TONER REFILLING | 3707 | | 03 | 230.00 | 690.00 | 124.20 | 9% | 62.10 | 9% | 62.10 | 814.20 |
| HP 12A LASER TONER DRUM | 8443 | | 01 | 325.00 | 325.00 | 58.50 | 9% | 29.25 | 9% | 29.25 | 383.50 |
| HP 88 A LASER TONER REFILLING | 3707 | | 01 | 230.00 | 230.00 | 41.40 | 9% | 20.70 | 9% | 20.70 | 271.40 |
| | | | | | 1245.00 | 224.10 | | | | | 1469.10 |
| | | | | | | | | | | | 1245.00 |



| | | |
|---|------------------------|---------|
| RS : ONE THOUSAND FOUR HUNDRED SIXTY NINE AND TEN PAISE ONLY.... (RS .1469.10) | ADD :CGST 9% | 112.05 |
| | ADD: SGST 9% | 112.05 |
| | Total Amount After Tax | 1469.10 |
| | GST on Reverse Charge | |



| | | |
|-------------------------------------|--------------------|--|
| Bank Details | <p>Common Seal</p> | Certified that the particulars given above are true and correct For VIVID WORLD Authorized Signatory |
| Bank Name : INDIAN BANK | | |
| Branch : Narayana Bandlaguda Branch | | |
| Bank A/C : 406746378 | | |
| Bank IFSC : IDIB000N015 | | |

Purchase Order



77705

15.06.21 11:03:11

Copy

Page(s) 1 Of 1

19-06-2021 9:31:59 AM

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 | 77705 | 182905 |
| Doc Date | 10-06-2021 | |
| Quote No | Nil | |
| Quote Date | 10-06-2021 | |
| 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 12a | 3.00 | 230.00 | 0.00 | 18.00 | 814.20 |
| 2 3523 - Computers and Peripherals - Toner refill - NA - nos 88a | 1.00 | 230.00 | 0.00 | 18.00 | 271.40 |
| 3 3522 - Computers and Peripherals - Toner drum - NA - nos | 1.00 | 325.00 | 0.00 | 18.00 | 383.50 |
| Total Order Value . . . | | | | | 1,469.10 |

Rupees : One Thousand Four Hundred Sixty Nine and Paise Ten 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, II nd 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 HO purpose

Completion Date nill

Measurment Nil

Security Nil

Remarks

Not received

For **Summit Sales LLP**

Authorised Signatory

[Signature]
19/06/2021

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Name : _____

Date : ___/___/___

Requisition Form

| Company Name: | | Summit Sales LLP | | Date: | | 10-06-21 | |
|--------------------------------|----------------------------|------------------|----------|--------------|-----------|----------|-------|
| Site & Phase : | | Head Office | | Time: | | | |
| Supplier | | | | Req. No. | | 182905 | |
| Material required before date: | | | | | ID No. | | 66681 |
| No | Description | Size | Quantity | Units | Inward No | Date | |
| 1 | 12 A Laser toner refilling | | 3 | No | | | |
| 2 | 88A toner refilling | | 1 | No | | | |
| 3 | 12a toner drum | | 1 | No | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| Remarks: This is for HO | | | | | | | |
| Prepared By | | K.Suneel | | Approved by | | | |
| Sign.& Date | | 10-06-21 | | Sign. & Date | | | |

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

APPROVED

17 JUN 2021

MINISH PARIKH
MANAGER PROCUREMENT

Requisition Form

| Company Name: | | | | Date: | | | |
|--------------------------------|-------------|------|----------|--------------|-----------|------|--|
| Site & Phase : | | | | Time: | | | |
| Supplier | | | | Req. No. | | | |
| Material required before date: | | | | | ID No. | | |
| No | Description | Size | Quantity | Units | Inward No | Date | |
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| Remarks: | | | | | | | |
| Prepared By | | | | Approved by | | | |
| Sign.& Date | | | | Sign. & Date | | | |

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