PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8/7/21	Prepared by:	HEMENDRA
PO/WO no.	78377	PO / WO Date.	24/6/21
Supplier Name	Vivid World	PO/WO amount	932/-
Firm/Company	SSLLP	Project	Sh LLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	2109	24/6/21	932/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			932/-

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:	932/-
Amount E – PO / WO value:	932/-
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	14/7/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]		APPROVED 08 JUL 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date							

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. : 2109			Transport Mode :
Invoice Date :24/06/2021			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, 2ND FLOOR, SOHAM MANSION, MG RAD . SECBAD.	GATE PASS NO: 2896
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		02	230.00	460.00	82.80	9%	41.40	9%	41.0	542.80
HP 88A LASER TONER REFILLING	3707		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
HP 88A LASER TONER BLADEE	8443		01	100.00	100.00	18.000	9%	9.00	9%	9.00	118.00
					790.00	142.20					932.20
											790.00

INWARD
Inward No: 99 Dt: 24/06/2
MRN No: Dt:
Received By: Raman
Sign:
MODI PROPERTIES

RS . NINE HUNDRED THIRTY TWO AND TWENTYN PAISE ONLY

(RS .932.20s)

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 81712 Date 30/6 Sign.

ADD :CGST 9%	71.10
ADD: SGST 9%	71.10
Total Amount After Tax	932.20
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

VIVID WORLD Hyderabad Narayanguda

Purchase Order

 06-07-2021 16:33:19

78377
06.07.21 4:40:58

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**	78377	168792
	Doc Date	24-06-2021	
	Quote No	Nil	
	Quote Date	06-07-2021	
	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	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 *Tonner Blade*	1.00	100.00	0.00	18.00	118.00
					Total Order Value . . .	**932.20**

Rupees : Nine Hundred Thirty Two and Paise Twenty 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	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*

Authorised Signatory

Name : ______________

Contact - -

Accepted the above Terms And Conditions

For *Vivid World*

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	03-07-2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	13:18
Supplier		Req. No.	168792
Material required before date:		ID No.	67292

S. No	Description	Size	Quantity	Units	Inward No	Date
1	HP 12A Laser Toner Refilling		2	Nos		
2	HP 88A Laser Toner Refilling 78377		1	Nos		
3	HP 88A Laser Toner Bladee		1	Nos		

Remarks:For Refilling Purpose

Prepared By	BHAVANI		
Sign.& Date	03-07-2021	Sign. & Date	

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

APPROVED
05 JUL 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE