(B) (M)

PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 13/8/21 | Prepared by: | MOUNIKA |
| PO/WO no. | 79655 | PO / WO Date. | 9/8/21 |
| Supplier Name | vivid world | PO/WO amount | 271.40/- |
| Firm/Company | Modipropertis pvt Ltd | Project | Ho |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 2142 | 9/8/21 | 271.40/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 271.40/- |

| 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: | | | | 271.40/- |
| Amount E – PO / WO value: | | | | 271.40/- |
| 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 (exp~~lained 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 | 21/8/21 |
| Remarks: | |
| | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Mounika | [signature] | | | | | |
| Date | 13/8/21 | 13/8/21 | | | | | |

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. : 2142 | | | Transport Mode : |
| Invoice Date :09/08/2021 | | | Vehicle Number : |
| Reverse Charge (Y/N) : | | | Date of Supply : |
| State : TELANGANA | Code | 36 | |
| Bill to Party | | | Ship to Party |
| Address: M/S. MODI PROPERTIES PVT LTD , 5-4-187/3&4, $2^{ND}$ FLOOR, SOHAM MANSION, MG ROAD, SECBAD. | | | GATE PAS NO:2976 |
| **GST: 36AABCM4761E1ZM** | | | 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 | | 01 | 230.00 | 230.00 | 41.40 | 9% | 20.70 | 9% | 20.70 | 271.40 |
| | | | | | 230.00 | 41.40 | | | | | 271.40 |
| | | | | | | | | | | | 230.00 |
| | | | | | | ADD :CGST 9% | | | | | 20.70 |
| | | | | | | ADD: SGST 9% | | | | | 20.70 |
| | | | | | | Total Amount After Tax | | | | | 271.40 |
| | | | | | | GST on Reverse Charge | | | | | |

INWARD
Inward No: 272 Dt: 09/08/21
MRN No: Dt:
Received By: Sign:
Saman
MODI PROPERTIES

**RS. TWO HUNDRED SEVENTY ONE AND FORTY PAISE ONLY**

**(RS .271.40)**

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 83370
Date: 13/8
Sign:

| Bank Details | |
|---|---|
| Bank Name | : INDIAN BANk |
| Branch | : Narayanguda Branch |
| Bank A/C | : 406746378 |
| Bank IFSC | : IDIB000N015 |

SJ

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory

# Purchase Order

 13-08-2021 16:06:41

... Copy

| | |
|---|---|
| From Company : | **Modi Properties Pvt.Ltd.**<br>5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003<br>G S T No. : 36AABCM4761E1ZM |

79655
12.08.21 2:06:06

| **Supplier Details** | | | |
|---|---|---|---|
| Vivid World<br>204, Kubera Towers, Narayanaguda, Hyderabad. | **Doc No** | 79655 | 183107 |
| | **Doc Date** | 09-08-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AVTPS1528D1ZB | **Quote Date** | 09-08-2021 | |
| 6682-3161/ 6682-3171    92462-15868 | **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 | 1.00 | 230.00 | 0.00 | 18.00 | 271.40 |
| | | | | | **Total Order Value . . .** | **271.40** |

Rupees : Two Hundred Seventy One and Paise Fourty 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<br>5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003<br>Phone. 040-66335551 |
| **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 Aruna purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ______________________

Contact ..

Accepted the above Terms And Conditions

For ***Vivid World***

Name : ______________________

Date : __/__/____

1108

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Modi Properties | Date: | 09-08-2021 |
| Site & Phase : | Head office | Time: | |
| Supplier | | Req. No. | 183107 |
| Material required before date: | | ID No. | 68405 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | 12A Refilling | | 1 | No | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | 79655 | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: This is for Aruna

| | | | |
|---|---|---|---|
| Prepared By | Suneel | Approved by | |
| Sign.& Date | 09-08-2021 | Sign. & Date | |

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

APPROVED
09 AUG 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE