

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 14/8/21		Prepared by: HEMENDRA	
PO/WO no. 79441		PO / WO Date. 5/8/21	
Supplier Name VIVID WORLD		PO/WO amount 1,198/-	
Firm/Company S S L R		Project S S L R	
Sl. No.	Bill No.	Bill Date	Bill amount
1	2139	5/8/21	1,198/-
2			
3			
4			
Amount A - Bills total(Excluding Transport & Hamali Charges):			1,198/-
Sl. No.	DC. No.	DC. Date	MRN No.
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:			1,198/-
Amount E - PO / WO value:			1,198/-
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		18/8/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
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/-

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 2139			Transport Mode :
Invoice Date :05/08/2021			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	

Ship to Party

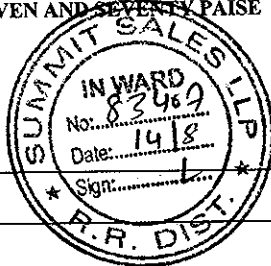
GSTIN :

State :

Code

RS. ONE THOUSAND ONE HUNDRED NINTY SEVEN AND SEVENTY PAISE ONLY....

(RS.1197.70)



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

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD
Authorized Signatory

Purchase Order

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07-08-2021 11:05:10



79441

10.08.21 11:14:45

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	79441	168903
	Doc Date	05-08-2021	
	Quote No	Nil	
	Quote Date	05-08-2021	
	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 3522 - Computers and Peripherals - Toner drum - NA - nos 12A	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	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
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 SLLP 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:		04-08-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		12:00AM	
Supplier				Req. No.		168903	
Material required before date:					ID No.		
S. No	Description	Size	Quantity	Units	Inward No	Date	
1	12A Toner Refilling 79441		03	Nos			
2	Catridge Drum		01	Nos			
Remarks: For Stock Maintenance Purpose							
Prepared By		Bhavani					
Sign. & Date		04-08-2021		Sign. & Date			

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

[Signature]
APPROVED
06 AUG 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE