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	SSLLP	Project	SSLLP
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.	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:				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	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date							

APPROVED
16 AUG 2021
MINISH PARIKH
MANAGER-PROCUREMENT

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. : 2139			Transport Mode :
Invoice Date :05/08/2021			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 (CHERLAPALLY SITE), 5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG ROAD, SECBAD.			
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		03	230.00	690.00	124.20	9%	62.10	9%	62.10	814.20
HP 12A LASER TONER DRUMS	843		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
					1015.00	182.70					1197.70
											1015.00
							ADD :CGST 9%				91.35
							ADD: SGST 9%				91.35
							Total Amount After Tax				1197.70
							GST on Reverse Charge				

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

(RS.1197.70)

SUMMIT SALES LLP
IN WARD
No: 8349
Date: 14/8
Sign: ....
R.R. DIST.

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

Purchase Order

 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
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 SSLLP 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.

APPROVED
06 AUG 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE