PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	1/9/21	Prepared by:	P. Saha
PO/WO no.	80202	PO / WO Date.	31/8/21
Supplier Name	Vivid world	PO/WO amount	1,706/-
Firm/Company	SOV LLP	Project	SOV
Sl. No.		Bill Date	Bill amount
1.	2161	31/8/21	1706/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1706/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	–	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount B –Other Credits :	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1706/-
Amount E – PO / WO value:	1706/-
Amount F – Difference (A – E):	

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	6/9/21

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Saha						
Date	1/9/21						

APPROVED
03 SEP 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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude

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. : 2161			Transport Mode :
Invoice Date :31/08/2021			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	
Bill to Party			Ship to Party
Address: M/S. SILVER OAK VILLAS LLP (CHERLAPALLY SITE) , 5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG ROAD, SECBAD-3.			
GST: 36ADBFS3288A2Z7.			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		04	230.00	920.00	165.60	9%	82.80	9%	82.80	1085.60
HP 12A LASER TONER DRUM	3707		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
HP 12A LASER TONER BLADE/ MAGNET	8443		02	100.00	200.00	36.00	9%	18.00	9%	18.00	236.00
					1445.00	260.10					1705.10

INWARD WITH TIME:
Inward No: 1267 Dt: 31/8/21
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS PART-III

RS. ONE THOUSAND SEVEN HUNDRED FIVE AND TEN PAISE ONLY....

(RS . 1705.10)

	1445.00
ADD :CGST 9%	130.05
ADD: SGST 9%	130.50
Total Amount After Tax	1705.10

SUMMIT SALES LLP R.R. DIST. IN WARD No: 83945 Date: 1/9 Sign:

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 Narayanaguda

Purchase Order

 01-09-2021 13:39:17

80202
02.09.21 4:45:17

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details			
Vivid World	**Doc No**	80202	183645
204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc Date**	31-08-2021	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	31-08-2021	
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 *HP12A*	4.00	230.00	0.00	18.00	1,085.60
2	3522 - Computers and Peripherals - Toner drum - NA - nos *HP12A*	1.00	325.00	0.00	18.00	383.50
3	3530 - Computers and Peripherals - Toner Magnet - Other - nos *HP12A*	2.00	100.00	0.00	18.00	236.00
					Total Order Value . . .	**1,705.10**

Rupees : One Thousand Seven Hundred Five 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	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
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 office purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________________

Contact - -

Accepted the above Terms And Conditions

For ***Vivid World***

Date : __/__/____

Name : ____________________

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Requisition Form

Company Name:	Silver Oak Villas LLP-III	Date:	24-08-2021
Site & Phase :	Silver Oak Villas-III	Time:	10.00
Supplier		Req. No.	183645
Material required before date:	Urgent	ID No.	68697

No	Description	Size	Quantity	Units	Inward No	Date
1	Cartridge		04	Nos		
2						
3						
4						
5	80202					
6						
7						
8						
9						
10						

Remarks: -For site office use purpose

Prepared By	B.Meenakshi	Approved by	APPROVED 24 AUG 2021 P. PRABHAKAR Sr. MANAGER PURCHASE
Sign.& Date	24-08-2021	Sign. & Date	

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