⊙ 25/9

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	25/9/21	Prepared by:	Hende
PO/WO no.	80815	PO / WO Date.	14/9/21
Supplier Name	Yukid Wild	PO/WO amount	655/-
Firm/Company	SSLU	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	2167	14/9/21	655/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			655/-

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:				655/-
Amount E – PO / WO value:				655/-
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	30/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 25 SEP 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. : 2167			Transport Mode :
Invoice Date :14/09/2021			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 ROAD, SECBAD.	GATEPASS NO: 2996
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		01	230.00	230.00	41.40	9%	20.70	9%	20.70	271.40
HP 12A LASER TONERR DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.50
					555.00	99.90					654.90

INWARD
Inward No: 370 Dt: 14/9/21
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

RS. SIX HUNDRED FIFTY FOUR AND NINTY PAISE ONLY....

(RS .654.90)

	555.00
ADD :CGST 9%	49.95
ADD: SGST 9%	49.95
Total Amount After Tax	654.90

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

SUMMIT SALES LLP
INWARD No: 8487
Date: 25/9
Sign:
R.R. DIST.

Purchase Order

 20-09-2021 16:37:10

80815
Orig 18.09.21 11:28:02

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	80815	183182
Doc Date	14-09-2021	
Quote No	Nil	
Quote Date	14-09-2021	
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*	1.00	230.00	0.00	18.00	271.40
2	3522 - Computers and Peripherals - Toner drum - NA - nos *12A*	1.00	325.00	0.00	18.00	383.50
	Rupees : Six Hundred Fifty Four and Paise Ninty Only. **Total Order Value . . .**					**654.90**

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 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 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 HO purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

20/09/2021

Name : ____________

Accepted the above Terms And Conditions
For *Vivid World*

Name : ____________

Date : __/__/____

Requisition Form

1185

Company Name:	Summit Sales LLP	Date:	14-09-2021
Site & Phase :	Head office	Time:	
Supplier		Req. No.	183182
Material required before date:		ID No.	69412

No	Description	Size	Quantity	Units	Inward No	Date
1	12A tonner refilling		1	No		
2	12A Drum		1	No		
3						
4						
5	80815					
6						
7						
8						
9						
10						

APPROVED
15 SEP 2021
R. PRABHAKAR

Remarks: This is for HO

Prepared By	Suneel	Approved by	
Sign.& Date	14-09-2021	Sign. & Date	

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