

PURCHASE DIVISION
Advice for approval for credit to supplier

M (C)

Date: 5/10/21		Prepared by: Sneha	
PO/WO no. 81228		PO / WO Date. 24/9/21	
Supplier Name vivid world		PO/WO amount 272/-	
Firm/Company Mode properties pvt ltd		Project H.O	
Sl. No.	Bill No.	Bill Date	Bill amount
1	2171	24/9/21	272/-
2			/
3			/
4			/
Amount A – Bills total(Excluding Transport & Hamali Charges):			272/-
Sl. No.	DC No.	DC. Date	MRN No.
1.	-	-	-
2.			
3.			
Amount B –Other Credits :Transportation charges			-
Amount C –Other Debits :			-
Amount D (D=A+B-C) – Amount to be credited to the supplier:			272/-
Amount E – PO / WO value:			272/-
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		11/10/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sneha		
Date	5/10/21		

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/-

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 2171

Transport Mode :

Invoice Date :24/09/2021

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, 2ND FLOOR, SOHAM MANSION,
MG ROAD , SECBAD-3

GATE PASS NO:2801

GST: 36AABCM4761E1ZM

GSTIN :

State : TELANGANA

State :

Code

INWARD	
Inward No: 403	Dt: 24/09/24
MRN No:	Dt:
Received By: <i>[Signature]</i>	Sign: <i>[Signature]</i>
MODI PROPERTIES	

(RS . 271.40)

ADD :CGST 9%

230.00

ADD: SGST 9%

20.70

Total Amount After Tax	
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271.40

Bank Details

Bank Name	: INDIAN BANK
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Branch : Narayanguda Branch

Bank A/C : 406746378

Bank IFSC	: IDIB000N015
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Common Seal

Certified that the particulars given above are true and correct

Authorized Signatory

Requisition Form

1246

Company Name:		Modi Properties Pvt Ltd		Date:		24-09-2021	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		183205	
Material required before date:				ID No.		69772	
No	Description	Size	Quantity	Units	Inward No	Date	
1	12a Toner refilling		1	No			
2	81228						
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for Head office							
Prepared By		Suneel		Approved by			
Sign. & Date		24-09-2021		Sign. & Date			

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

Purchase Order

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01-10-2021 14:04:52



81228

30.09.21 4:25:50

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

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	81228	183205
Doc Date	24-09-2021	
Quote No	Nil	
Quote Date	24-09-2021	
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 HP 12A	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

5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003

Phone. 040-66335551

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 HO purpose.**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**For **Modi Properties Pvt.Ltd.**

Authorised Signatory

04/10/2021

Name :

Name :

Date : _/_/_

Accepted the above Terms And Conditions

For **Vivid World**