C

PURCHASE DIVISION
Advice for approval for credit to supplier

20/10

Date:	2/10/21	Prepared by:	Hemda
PO/WO no.	81626	PO / WO Date.	8/10/24
Supplier Name	Vivid World	PO/WO amount	655/-
Firm/Company	SSILP	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	2182	8/10/24	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	23/10/24
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts 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/-

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

81626

TAX INVOICE

Invoice No. : 2182	Transport Mode :
Invoice Date :08/10/2021	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 LTD, 5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG ROAD , SECBAD.	GATE PASS NO: 2809
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 TONER 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: 448 Dt: 08/10/21
MRN No: Dt:
Received By: Sign:
M... 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

SUMMIT SALES LLP R.R. DIST. INWARD No: 8626 Date: 9-10-21

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory

VIVID WORLD Hyderabad Narayanaguda

Purchase Order

 12-10-2021 14:26:51 Ori

81626
18.10.21 2:04:47

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.	**Doc No**	81626	183228
	Doc Date	08-10-2021	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	08-10-2021	
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 *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
					Total Order Value . . .	**654.90**

Rupees : Six Hundred Fifty Four and Paise Ninty Only.

Terms and Conditions :-

Specification / Brand 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 Cost 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

Accepted the above Terms And Conditions
For ***Vivid World***

Name : ______________ Name : ______________ Date : __/__/____

Contact

Requisition Form

1304

Company Name:	Summit Sales LLP	Date:	08-10-2021
Site & Phase :	Head office	Time:	
Supplier		Req. No.	183228
Material required before date:		ID No.	70147

No	Description	Size	Quantity	Units	Inward No	Date
1	12A tonner refilling		1	No		
2	12A toner drum		1	No		
3						
4						
5	81626					
6						
7						
8						
9						
10						

APPROVED
- 8 OCT 2021
P. PRABHAKAR
Sr MANAGER PURCHASE

Remarks: This is for HO

Prepared By	Suneel		
Sign.& Date	08-10-2021	Approved by	
		Sign. & Date	

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