

PURCHASE DIVISION  
Advice for approval for credit to supplier

(B) (M)

|                                                               |                  |                                                                                                                                                                           |                                                          |
|---------------------------------------------------------------|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| Date: 8/11/21                                                 |                  | Prepared by: Snehg                                                                                                                                                        |                                                          |
| PO/WO no. 82335                                               |                  | PO / WO Date. 26/10/21                                                                                                                                                    |                                                          |
| Supplier Name vivid world                                     |                  | PO/WO amount 654.90/-                                                                                                                                                     |                                                          |
| Firm/Company GVR Pvt Ltd                                      |                  | Project 110                                                                                                                                                               |                                                          |
| Sl. No.                                                       | Bill No.         | Bill Date                                                                                                                                                                 | Bill amount                                              |
| 1                                                             | 2195             | 26/10/21                                                                                                                                                                  | 654.90/-                                                 |
| 2                                                             |                  |                                                                                                                                                                           |                                                          |
| 3                                                             |                  |                                                                                                                                                                           | /                                                        |
| 4                                                             |                  |                                                                                                                                                                           |                                                          |
| Amount A – Bills total(Excluding Transport & Hamali Charges): |                  |                                                                                                                                                                           | 654.90/-                                                 |
| Sl. No.                                                       | DC .No           | DC. Date                                                                                                                                                                  | MRN No.                                                  |
| 1.                                                            |                  |                                                                                                                                                                           | DC matches MRN                                           |
| 2.                                                            |                  |                                                                                                                                                                           | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 3.                                                            |                  |                                                                                                                                                                           | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Amount B –Other Credits : Transportation charges              |                  |                                                                                                                                                                           |                                                          |
| Amount C –Other Debits :                                      |                  |                                                                                                                                                                           |                                                          |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:   |                  |                                                                                                                                                                           | 654.90/-                                                 |
| Amount E – PO / WO value:                                     |                  |                                                                                                                                                                           | 654.90/-                                                 |
| Amount F – Difference (A – E): GST-18%                        |                  |                                                                                                                                                                           |                                                          |
| Quantity received as per PO /WO                               |                  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below) |                                                          |
| Is difference between PO / Bill acceptable?                   |                  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (explained below)                                                                                     |                                                          |
| Excess / short material received                              |                  | <input type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)                                                                |                                                          |
| Close PO / W?O                                                |                  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)                             |                                                          |
| Advance paid / PDC given (deduct when paying)                 |                  | <input type="checkbox"/> Yes – Rs. ____/- <input checked="" type="checkbox"/> No                                                                                          |                                                          |
| Payment – due date                                            |                  | 15/11/21                                                                                                                                                                  |                                                          |
| Remarks:                                                      |                  |                                                                                                                                                                           |                                                          |
| Approved by                                                   | Purchase Officer | Purchase Manager                                                                                                                                                          | Procurement Manager                                      |
| Sign:                                                         | Snehg            |                                                                                                                                                                           |                                                          |
| Date                                                          | 8/11/21          |                                                                                                                                                                           |                                                          |

**APPROVED**  
08 NOV 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/-

## A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

|                          |      |    |                  |
|--------------------------|------|----|------------------|
| Invoice No. : 2195       |      |    | Transport Mode : |
| Invoice Date :26/10/2021 |      |    | Vehicle Number : |
| Reverse Charge (Y/N) :   |      |    | Date of Supply : |
| State : TELANGANA        | Code | 36 |                  |

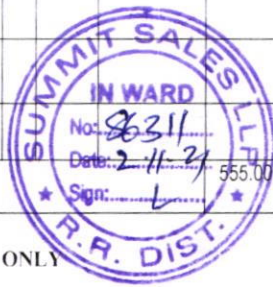
Ship to Party

**GST:** 36AAHCG4562D1ZP

GSTIN :

|                   |          |         |      |
|-------------------|----------|---------|------|
| State : TELANGANA | Co<br>de | State : | Code |
|-------------------|----------|---------|------|

|                            |                          |
|----------------------------|--------------------------|
| <b>INWARD</b>              |                          |
| Inward No: 4926            | Dt: 28/12/24             |
| MRN No:                    | Dt:                      |
| Received By: <i>Jamari</i> | Sign: <i>[Signature]</i> |
| <b>MODI PROPERTIES</b>     |                          |



|                        |  |        |
|------------------------|--|--------|
| 99.90                  |  | 654.90 |
|                        |  | 555.00 |
| ADD :CGST 9%           |  | 49.95  |
| ADD: SGST 9%           |  | 49.95  |
| Total Amount After Tax |  | 654.90 |

Certified that the particulars given above are true and correct

For VIVID WORLD

Hyd rabad

Authorized Signatory

## Purchase Order

Page(s) 1 Of 1

05-11-2021 11:10:50



82335

30.10.21 11:22:44

From Company : **G V Reserch Centers Pvt Ltd**  
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-  
G S T No. : 36AAHCG4562D1ZP

**Supplier Details**

Vivid World  
204, Kubera Towers, Narayanaguda, Hyderabad.

**GSTIN** 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

|                   |            |        |
|-------------------|------------|--------|
| <b>Doc No</b>     | 82335      | 183257 |
| <b>Doc Date</b>   | 26-10-2021 |        |
| <b>Quote No</b>   | Nil        |        |
| <b>Quote Date</b> | 26-10-2021 |        |
| <b>SupplyType</b> | 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<br>12A | 1.00 | 230.00 | 0.00 | 18.00 | 271.40 |
| 2 3522 - Computers and Peripherals - Toner drum - NA -<br>nos       | 1.00 | 325.00 | 0.00 | 18.00 | 383.50 |

**Total Order Value . . . 654.90**

Rupees : Six Hundred Fifty Four and Paise Ninty Only.

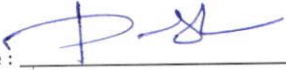
**Terms and Conditions :-****Specification /** As per details given in the quotation**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Same Day

**Delivery Location** Head Office  
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003  
Phone. 040-66335551

**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 **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**Name : 

Name : \_\_\_\_\_

Date : \_\_/\_\_/\_\_

# Requisition Form

1403

| Company Name:                    |                     | G V Research Center |          | Date:        |           | 26-10-2021 |  |
|----------------------------------|---------------------|---------------------|----------|--------------|-----------|------------|--|
| Site & Phase :                   |                     | Head Office         |          | Time:        |           |            |  |
| Supplier                         |                     |                     |          | Req. No.     |           | 183257     |  |
| Material required before date:   |                     |                     |          | ID No.       |           | 70788      |  |
| No                               | Description         | Size                | Quantity | Units        | Inward No | Date       |  |
| 1                                | 12A Toner refilling |                     | 1        | No           |           |            |  |
| 2                                | 12A toner drum      |                     | 1        | No           |           |            |  |
| 3                                | 82335               |                     |          |              |           |            |  |
| 4                                |                     |                     |          |              |           |            |  |
| 5                                |                     |                     |          |              |           |            |  |
| 6                                |                     |                     |          |              |           |            |  |
| 7                                |                     |                     |          |              |           |            |  |
| 8                                |                     |                     |          |              |           |            |  |
| 9                                |                     |                     |          |              |           |            |  |
| 10                               |                     |                     |          |              |           |            |  |
| Remarks: This is for Head office |                     |                     |          |              |           |            |  |
| Prepared By                      |                     | Suneel              |          | Approved by  |           |            |  |
| Sign.& Date                      |                     | 26-10-2021          |          | Sign. & Date |           |            |  |



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