PURCHASE DIVISION

Advice for approval for credit to supplier

(M) (C)

Date:	27/11/2021	Prepared by:	Saikiran
PO/WO no.	82743	PO / WO Date.	10/11/21
Supplier Name	VIVID WORLD	PO/WO amount	926.3
Firm/Company	GNRC	Project	Head office.
Sl. No.	Bill No.	Bill Date	Bill amount
1	2203	10/11/2021	926.330
2	/	/	/
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			926

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:	926
Amount E – PO / WO value:	926
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	29/11
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Saikiran 27/11/21		APPROVED 27 NOV 2021 MINISH PARIKH MANAGER-PROCUREMENT				
Date	27/11/21						

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/-

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. : 2203			Transport Mode :
Invoice Date :10/11/2021			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	
Bill to Party			Ship to Party
Address: M/S. GV RESEARCH CENTRE PVT LTD, 5-4-187/3&4, 2ND FLOOR, SOHAM MAANSSIO MG ROAD, SECBAD.			GATE PASS NO:
GST: 36AAHCG4562D1ZP.			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 / 88A LASER TONER REFILLING	3707		02	230.00	4600.00	82.80	9%	41.40	9%	41.40	542.8(
HP 12 ALASER TONER DRUM	8443		01	325.00	325.00	58.50	9%	29.25	9%	29.25	383.5(
					785.00	141.30					926.30

INWARD
Inward No: 545 Dt: 10/11/21
MRN No: Dt:
Received By: Sign:

RS . NINE HUNDRED TWENTY SIX AND THIRTY PAISE ONLY (RS . 926.30)	785.00
ADD :CGST 9%	70.65
ADD: SGST 9%	70.65
Total Amount After Tax	926..33(

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

Purchase Order

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82743
12.11.21 5:08:07

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Vivid World 204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc No**	82743	183280
	Doc Date	10-11-2021	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	10-11-2021	
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*	2.00	230.00	0.00	18.00	542.80
2	3522 - Computers and Peripherals - Toner drum - NA - nos *12A*	1.00	325.00	0.00	18.00	383.50
				Total Order Value . . .		**926.30**

Rupees : Nine Hundred Twenty Six and Paise Thirty 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 ***G V Reserch Centers Pvt Ltd***
Authorised Signatory

24/11/2021

Name : ______

Contact ...

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

Name : ______

Date : __/__/____

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Requisition Form

Company Name:	G V Research Center	Date:	10-11-2021
Site & Phase :	Head office	Time:	
Supplier		Req. No.	183280
Material required before date:		ID No.	71181

No	Description	Size	Quantity	Units	Inward No	Date
1	12A tonner refilling		1	No		
2	12A Tonner Drum		1	No		
3						
4						
5						
6	82743					
7						
8						
9						
10						

Remarks: This is for HO

APPROVED
24 NOV 2021
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	Suneel	Approved by	
Sign.& Date	10-11-2021	Sign. & Date	

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