PURCHASE DIVISION
Advice for approval for credit to supplier

R M

Date:	1/12/21	Prepared by:	Sneha
PO/WO no.	83178	PO / WO Date.	18/4/21
Supplier Name	Vivid world	PO/WO amount	654.90/-
Firm/Company	Modi Consultancy Services	Project	Greens towers
Sl. No.	Bill No.	Bill Date	Bill amount
1	2217	18/4/21	654.90/-
2			/
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			654.90/-

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:	654.90/-
Amount E – PO / WO value:	654.90/-
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	6/12/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sneha	[signature]					
Date	1/12/21	2/12					

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. : 2217	Transport Mode :
Invoice Date :18/11/2021	Vehicle Number :
Reverse Charge (Y/N) :	Date of Supply :
State : TELANGANA Code 36	
Bill to Party	Ship to Party
Address: M/S. VILLA ORCHIDS LLP , 5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG RD, SECBAD	GATE PASS NO: 2837
GST: 36AANFG4817C1ZH	GSTIN :
State : TELANGANA Code	State : Code

Product Description	HSN Code	UOM	Qty.	Rate	Amount	TAXABLE VALUE	CGST		SGST		TOTAL
							RATE	AMT	RATE	AMT	
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: 578 Dt: 18/11/21
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

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 82504
Date: 30/11/21
Sign:

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

VIVID WORLD * Narayanguda *

Purchase Order

 01-12-2021 14:46:52

Original / Office Copy / Purchase Div.Copy

From Company : **Mody Consultancy Services**
5-4-187/3&4, II Floor, M.G.Road, Secunderabad-500003.
G S T No. :

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB
6682-3161/ 6682-3171 92462-15868

Doc No	83178	183296
Doc Date	18-11-2021	
Quote No	Nil	
Quote Date	18-11-2021	
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
				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	Greens Towers Begumpet Main Road, Hyd. Opp. Hyderabad Public School. Phone. 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 Nagamalleshwar Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Mody Consultancy Services*
Authorised Signatory

Accepted the above Terms And Conditions
For *Vivid World*

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

Requisition Form

1448

Company Name:	Villa Orchids	Date:	18-11-2021
Site & Phase :	Head office	Time:	
Supplier		Req. No.	183296
Material required before date:		ID No.	71339

No	Description	Size	Quantity	Units	Inward No	Date
1	12A toner refilling		1	No		
2	12A toner drum		1	No		
3						
4						
5						
6						
7	83178					
8						
9						
10						

Remarks: This is for Head office Nagamalleshwar

Prepared By	Suneel	Approved by	
Sign.& Date	18-11-2021	Sign. & Date	

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