

PURCHASE DIVISION
Advice for approval for credit to supplier

(X) (M)

Date:		1/12/21		Prepared by:		Sueha																									
PO/WO no.		83190		PO / WO Date.		18/11/21																									
Supplier Name		vivid world		PO/WO amount		271.40/-																									
Firm/Company		modi properties prt ltd		Project		H.O																									
Sl. No.	Bill No.	Bill Date		Bill amount																											
1	2214	18/11/21		271.40/-																											
2																															
3																															
4																															
Amount A – Bills total(Excluding Transport & Hamali Charges):						271.40/-																									
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:						271.40/-																									
Amount E – PO / WO value:						271.40/-																									
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:																															
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Approved by</td> <td>Purchase Officer</td> <td>Purchase Manager</td> <td>Procurement Manager</td> <td>M D</td> <td>Accounts – receiver of bill</td> <td>Accountant</td> <td>Accounts Manager</td> </tr> <tr> <td>Sign:</td> <td>Sueha</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Date</td> <td>1/12/21</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>								Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager	Sign:	Sueha							Date	1/12/21						
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Sign:	Sueha																														
Date	1/12/21																														

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. : 2214			Transport Mode :
Invoice Date :18/11/2021			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	

Ship to Party
GATE PASS NO: 2837

GSTIN :

State :

[illegible]

Summit Sales, L.L.C.
IN WARD
No. 22871
Date: 30.11.24
Sign: L
R. R. DIST.

20.70

20.70

271.40

Common Seal

that the particulars given above are true
for VIVID WORLD
My Signature
Authorized Signatory
Narayana

Purchase Order

Page(s) 1 Of 1

01-12-2021 15:46:23

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, II nd 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	83190	183309
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
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, 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 Sitaram Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

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Company Name:		Modi Properties Pvt Ltd		Date:		18-11-2021	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		183309	
Material required before date:				ID No.		71671	
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A toner refilling		1	No			
2	83190						
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for sitaram							
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.