PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/01/22	Prepared by:	Vanajakshi
PO/WO no.	84322	PO / WO Date.	05/01/22
Supplier Name	Vivid world	PO/WO amount	1,852.60
Firm/Company	modi properties Pvt. Ltd	Project	may flower Platinum
Sl. No.	Bill No.	Bill Date	Bill amount
1	2243	05/01/22	1852.60
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,852.60

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:				1,852.60
Amount E – PO / WO value:				1,852.60
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	17/01/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Vanajakshi	APPROVED 10 JAN 2022 P. PRABHAKAR Sr. MANAGER PURCHASE					
Date	10/01/22						

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. : 2243			Transport Mode :
Invoice Date :05/01/2022			Vehicle Number :
Reverse Charge (Y/N) :			Date of Supply :
State : TELANGANA	Code	36	
Bill to Party			Ship to Party
Address: MAY FLOWER PLATINUM MPPL(MALLAPUR SITE), 4TH FLOOR, ASHOKA HITECH CHAMBERS, RD NO:2, BJ HILLS,HYD.			GATE PASS NO:6055
GST: 36AABCM4761E1ZM.			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		04	230.00	920.00	165.60	9%	82.80	9%	82.80	1085.60
HP 12A LASER TONER DRUM	8443		02	325.00	650.00	117.00	9%	58.50	9%	58.50	767.00
					1570.00	282.60					1852.60

INWARD
Inward No: 18327 Dt: 5/01/22
MRN No: Dt:
Received By: Sign: [illegible]
MODI PROPERTIES PVT LTD. Sy.No. 82/1

RS. ONE THOUSAND EIGHT HUNDRED FIFTY TWO AND SIXTY PAISE ONLY

(RS.1852.60)

	1570.00
ADD :CGST 9%	141.30
ADD: SGST 9%	141.30
Total Amount After Tax	1852.60

Bank Details	
Bank Name	: INDIAN BANk
Branch	: Narayanguda Branch
Bank A/C	: 406746378
Bank IFSC	: IDIB000N015

Common Seal

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 8945 Date: 7/01 Sign:

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory

Purchase Order

84322
08.01.22 11:42:53

 08-01-2022 16:30:29

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Vivid World	**Doc No**	84322	178255
204, Kubera Towers, Narayanaguda, Hyderabad.	**Doc Date**	05-01-2022	
	Quote No	Nil	
GSTIN 36AVTPS1528D1ZB	**Quote Date**	05-01-2022	
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	4.00	230.00	0.00	18.00	1,085.60
2	3522 - Computers and Peripherals - Toner drum - NA - nos	2.00	325.00	0.00	18.00	767.00
	Total Order Value . . .					**1,852.60**

Rupees : One Thousand Eight Hundred Fifty Two and Paise Sixty 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	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
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 Site office Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

10/01/2022

Name : ____________________

Accepted the above Terms And Conditions

For *Vivid World*

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd		Date:		20.12.2021	
Site & Phase :	May Flower Platinum		Time:		05:20	
Supplier			Req.No.		178255	
Material required before date:		23.12.2021	ID No.		72274	

No	Description	Size	Quantity	Units	Inward No	Date
1	Cartridge	Std	3	No's		
2						
3						
4	8H322					
5						
6						
7						
8						
9						
10						

Remarks: Towards Office use Purpose.

APPROVED
10 JAN 2022
MINESH PARIKH
MANAGER PROCUREMENT

Prepared By	N.Subhash	Approved by	S.V.Subba Reddy
Sign.& Date	20.12.2021	Sign. & Date	

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