

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/2/22	Prepared by	Monu	Serial no.	2905
Supplier name	M/s. Vivid world	Project	HO	HO inward no.	
Firm/Company	M R Megayal nup	PO/WO No.	85589	HO received date	
PO/WO date	10/2/22	Scan ID.			
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	2266	10/2/22	6551-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A - Bills total (Excluding Transport & Hamali Charges):					

Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.:	103857	Proof of delivery matches MRN	☒ Yes ☐ No
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Amount B - Other Credits : Transportation charges

Amount C - Other Debits :

Amount D (D=A+B-C) - Amount to be credited to the supplier:

Amount E - PO / WO value:

Amount F - Difference (A - E):

Quantity received as per PO / WO

Close PO / WO

Payment - due date

Remarks:

☒ Yes ☐ Excess received ☐ Short received ☐ Part received
☒ Yes ☐ No - wait for balance material ☐ Other

28/2/22

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Monu				
Sign:	Monu				
Date	16/2/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit.
2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

A Complete Solution for all your cartridge needs

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 2266

Transport Mode :

Invoice Date :10/02/2022

Vehicle Number :

Reverse Charge (Y/N) :

Date of Supply :

State : TELANGANA

Code

36

Bill to Party

Ship to Party

Address: M/s. MODI REALTY MIRYALGUDA LLP,
5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG ROAD,
SECBAD.

GATE PASS NO:6638

GST: 36ABCFM6774G2ZZ

GSTIN :

State : TELANGANA

Co
de

State :

Code

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

Bank Details

Bank Name : INDIAN BANK

Branch : Narayanquda Branch

Bank A/C : 406746378

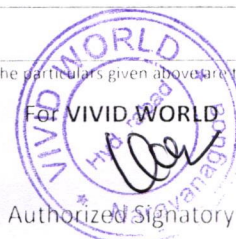
Bank IFSC : IDIB000N015

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory



Purchase Order

Page(s) 1 Of 1

16-02-2022 12:17:08

From Company : **Modi Realty (Miryalguda) LLP**
5-4-187/3&4, II nd Floor, M.G.Road, Secunderabad-500 003.
G S T No. : 36ABCFM6774G2ZZ



14.02.22 2:32:33

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Doc No	85589	183400
Doc Date	10-02-2022	
Quote No	Nil	
Quote Date	10-02-2022	
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 HP12A	1.00	230.00	0.00	18.00	271.40
2 3522 - Computers and Peripherals - Toner drum - NA - nos HP12A	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	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 Realty (Miryalguda) LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Modi Realty Miryalguda		Date:		10-02-2022	
Site & Phase :		Head Office		Time:			
Supplier				Req. No.		183400	
Material required before date:					ID No.		73740

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						
8						
9						
10						

85589

Remarks: This is for Head Office

Prepared By	Suneel	Approved by	
Sign. & Date	10-02-2022	Sign. & Date	

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

