

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 22/3/22		Prepared by: Y. N. K. S.	
PO/WO no. 86540		PO / WO Date. 19/3/22	
Supplier Name SRI Balaji Printers		PO/WO amount 4032/-	
Firm/Company G.V. Research Centers		Project G.V. Research Centers	
Sl. No.	Bill No.	Bill Date	Bill amount
1.	069	19/3/22	4032/-
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			
Sl. No.	DC No	DC. Date	MRN No.
1.	069	19/3/22	
2.			
3.			
4.			
Amount B –Other Credits :_			
Amount C –Other Debits :_			
Amount D (D=A+B-C) – Amount to be credited to the supplier: 4032/-			
Amount E – PO / WO value: 4032			
Amount F – Difference (A – E):			
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		28/3/22	
Remarks: _			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:	Y. N. K. S.		
Date	22/3/22		

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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/-

SRI

Balaji

PRINTERS

SCREEN PRINTING • OFFSET PRINTING,
 MULTI COLOUR • PRINTING SIGN BOARDS
 SHOP BOARDS • COMPUTER STATIONERY PRINTING
 ALL TYPES OF PRINTING WORKS

3-2-289, Beside Anjali Theatre,
 Opp. Sai Baba Temple,
 Avulamanda, Secunderabad.

Mobile : 98488 61473
 99666 61473

sribalajiprinters@rediffmail.com
 sribalajiprinters1985@gmail.com

TAX INVOICE

To,
G V Reserch Centers Pvt. Ltd.
 5-4-187/3&4, II Floor, MG. Road,
 Secunderabad - 500 003.
 Customer GSTIN : **36AAHCG4562D1ZP**

Bill No. : 069
 Dated : 14-03-2022
 DC No. :
 DC Date :
 PO No. :

S.No.	Description	HSN CODE	SGST %	CGST %	QTY	Rate	Amount
1	Flat Files Printings (Innoplis)	49111010	6	6	200No	18/-	3600.00
Bank Details : Name : Kotak Mahendra Bank A/c No. : 7945120749 Branch : General Bazzar, Secunderabad IFSC : KKBK0007450						TOTAL	350.00
						SGST TOTAL	216.00
						CGST TOTAL	216.00
						NET	4032.00

Terms & Conditions:

- Interest at the rate 36% per annum will be charged on after the due date
- Material once printed cannot be changed or replaced
- Subject to Secunderabad Jurisdiction

For SRI BALAJI PRINTERS


 Authorised Signatory

GSTIN : 36AXNPP1921H2ZA

Purchase Order

Page(s) 1 Of 1

19-03-2022 11:17:54



86540

16.03.22 2:13:32

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-501
G S T No. : 36AAHCG4562D1ZP

Supplier Details

Sri Balaji Printers
3-2-289, Beside Anjali Theatre, Opp. Sai Baba Temple, Avulamanda,
Secunderbad.

GSTIN -

9848861473/9603650074

Doc No	86540	166990
Doc Date	19-03-2022	
Quote No	Nil	
Quote Date	19-03-2022	
SupplyType	Supply	

Kind Attn : Mr.P.Shanker

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 7622 - Stationery - printing - Flat files - NA - nos Innopolis flat files Printing	200.00	18.00	0.00	12.00	4,032.00
Total Order Value . . .					4,032.00

Rupees : Four Thousand Thirty Two Only.

Terms and Conditions :-

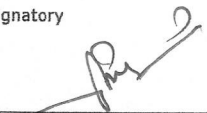
Specification / Brand Innopolis flat files Printing**Payment Terms****Tax** Inclusive of all taxes**Delivery Date** 19-03-2022

Delivery Location Innopolis
Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana
Phone. Nagamani(Engineer) - 7981951035

Penalty For Delay Nil**Transportation Cost** Nil**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications.**Completion Date** 19-03-2022**Measurment** Nil**Security** Nil**Remarks** NilFor **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Balaji Printers**Name : 

Name : _____

Date : ____/____/____