PURCHASE DIVISION

Advice for approval for credit to supplier

(P)

Date:	23/03/22	Prepared by	Prabhakar	Serial no.	2435
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	Gv Research Center pvt ltd	Project	GVRC	HO received date	
PO/WO date	21/03/22	PO/WO No.	86594	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22699	21/3/22	41044/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4,044/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	105088	Proof of delivery matches MRN	☑ 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:	4,044/-
Amount E – PO / WO value:	4,044/-
Amount F – Difference (A – E):	-
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	□ Yes □ No – wait for balance material □ Other
Payment – due date	28/03/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED [signature]			
Date		23 MAR 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. PRABHAKAR MANAGER PURCHASE

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.

TAX INVOICE

ORIGINAL

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

GV Research center Pvt Ltd

Sy No. 542, Genome vallaey, Thurkapally, Hyderabad

GSTIN : 36AAHCG4562D1ZP PAN AAHCG4562D

Invoice No.	22699
Invoice Date.	21-03-2022
PO No.	86594
PO Date.	21-03-2022
Req ID	74834
Req Date	21-03-2022
Loc Req No	164749

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7533 - Stationery - other - Highlighter - NA - nos	9608	10	20.00	200.00	12	24.00
2	4065 - Consumables - Vim bar - NA - nos	3405	3	45.00	135.00	18	24.30
3	4040 - Consumables - Mopping Cloth - NA - nos White	6307	20	15.75	315.00	0	0.00
4	4067 - Consumables - Bleach powder - NA - kgs 25kg		3	945.00	2,835.00	18	510.30
5							
6							
7							
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12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	3,485.00	558.60
	279.30	279.30	Total Invoice Amount	4,043.60	

Rupees : Four Thousand Fourty Three and Paise Sixty Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
INWARD
No. 92419
Date 21/3
Sign:

Authorised signatory

Purchase Order

 21-03-2022 12:24:59

86594
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-
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	86594	164749
	Doc Date	21-03-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	21-03-2022	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7533 - Stationery - other - Highlighter - NA - nos	10.00	20.00	0.00	12.00	224.00
2	4065 - Consumables - Vim bar - NA - nos	3.00	45.00	0.00	18.00	159.30
3	4040 - Consumables - Mopping Cloth - NA - nos *White*	20.00	15.75	0.00	0.00	315.00
4	4067 - Consumables - Bleach powder - NA - kgs *25kg*	3.00	945.00	0.00	18.00	3,345.30
					Total Order Value . . .	**4,043.60**

Rupees : Four Thousand Fourty Three and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order For Site and office purpose.
Completion Date	NA
Measurment	NA
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 ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Name : 21/03/2022

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____

Requisition Form

Company Name:	GV Research Centers Pvt Ltd.	Date:	21.03.2022
Site & Phase:	Innopolis.	Time:	11:45
Supplier		Req. No.	164749
Material required before date:		ID No.	74834

No	Description	Size	Quantity	Units	Inward No	Date
1.	Highlighters	-	10	No's		
2.	Vim bar 86594	-	05	No's		
3.	White clothes	-	20	No's		
4.	Bleaching powder	-	03	packets		
5.						
6.						
7.						
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11.						
12.						

APPROVED
21 MAR 2022
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: Towards site use purpose.

Prepared By	S.Nagamani	Approved by	Mr.Madhu
Sign. & Date	21.03.2022	Sign. & Date	21.03.2022

Note:

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Research center Pvt Ltd	DC No.	19405
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	DC Date.	21-03-2022
	PO No.	86594
	PO Date.	21-03-2022
	Req ID	74834
GSTIN : 36AAHCG4562D1ZP	Req Date	21-03-2022
	Loc Req No	164749

	Description of Goods	HSN/SAC	Qty
1	7533 - Stationery - other - Highlighter - NA - nos	9608	10
2	4065 - Consumables - Vim bar - NA - nos	3405	3
3	4040 - Consumables - Mopping Cloth - NA - nos	6307	20
4	4067 - Consumables - Bleach powder - NA - kgs		3
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INWARD
Inward No: 8717 Dt: 21/3/22
GRN No: 105088 Dt: 22/3/22
Received By: R Sign: R
G.V.R.C. PVT. LTD.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP
IN WARD
No. 78638
Date: 22/3
Sign: