PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/03/22	Prepared by	Prabhakar	Serial no.	2514
Supplier name	Santhosh Tarpaulin			HO inward no.	
Firm/Company	GVRC	Project	GVRC	HO received date	
PO/WO date	16/3/22	PO/WO No.	86464	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	138	17/3/22	3,257/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,257/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 105250	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:	3,257/-
Amount E – PO / WO value:	3,257/-
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:		Balaji			
Sign:					
Date		APPROVED 25 MAR 2022 P. PRABHAKAR Sr. MANAGER PURCHASE			
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.

TAX-INVOICE

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
To G V RESERCH CENTERS PVT LTD 5-4-187/3&3 IInd floor SOHAM MANSION MG ROAD SECUNDERABAD 500003 **GSTIN No. 36AAHCG4562D1ZP**	Invoice No: **138** Invoice Date: 17/03/2022 P.O.NO :- 86464/164731 P.O.Date: 16.03.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	LDPE POLYTHENE SHEET SIZE 12ft X 15ft	3920	30 KGS	@ 92 /-	**2,760.00**

Rupees in words THREE THOUSAND TWO HUNDERD FIFTY SIX AND EIGHTY PAISE ONLY

Total ::	**2,760.00**
CGST @ 9 %	**248.40**
SGST @ 9 %	**248.40**
IGST 18% ::	
Grand Total ::	**3,256.80**

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD
Inward No: 8748 Dt: 23/3/22
GRN No: 105250 Dt: 24/3/22
Received By: Sign:
G.V.R.C. PVT. LTD.

TAX-INVOICE

SANTHOSH TARPAULIN
2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District – 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC
Email id: santhoshtarp@gmail.com
Cell: 9642662732
Bank Account : AXIS BANK
Acc.No.919020039284737
IFSC CODE :UTIB0001378

To G V RESERCH CENTERS PVT LTD
5-4-187/3&3 IInd floor SOHAM
MANSION MG ROAD
SECUNDERABAD 500003
GSTIN No. 36AAHCG4562D1ZP

Invoice No: **138**
Invoice Date: 17/03/2022
P.O.NO :- 86464/164731
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CGST @ 9 %	**248.40**
SGST @ 9 %	**248.40**
IGST 18% ::	
Grand Total ::	**3,256.80**

Receiver Signature & Seal

SUMMIT SALES LLP
IN WARD
No: 92459
Date: 22/3
Sign:
R&D DEPT.

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD
Inward No: 8748 Dt: 23/3/22
MRN No: 10520 Dt: 24/3/22
Received By: Sign:
G.V.R.C. PVT. LTD.

Purchase Order

 16-03-2022 13:25:21

86464 ›py

28.02.22 2:52:30

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

Supplier Details			
Santosh Tarpaulin	**Doc No**	86464	164731
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc Date**	16-03-2022	
	Quote No	NIL	
GSTIN 36ATWPA1307P1ZC	**Quote Date**	16-03-2022	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4051 - Consumables - Polythene Covers - other - pkts *LDPE Black cover- 12' x 15'*	30.00	92.00	0.00	18.00	3,256.80
				Total Order Value . . .		**3,256.80**

Rupees : Three Thousand Two Hundred Fifty Six and Paise Eighty Only.

Terms and Conditions :-

Specification /	All Items shall be of 1st qlty.196 sft in 1 kg polythin cover
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	Nil
Transportation	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 East side road of 5600C and 5600E road use 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 ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	GV Research Centers Pvt Ltd	Date:	15.03.2022
Site & Phase:	Innopolis.	Time:	16:12
Supplier		Req. No.	164731
Material required before date:		ID No.	74675

No	Description	Size	Quantity	Units	Inward No	Date
1.	Black cover	-	30	No's		
2.						
3.						
4.						
5.						
6.						
7.						
8.	86464					
9.						
10.						
11.						
12.						

Remarks: Towards east side road of 5600c and 5600E

Prepared By	S.Nagamani	Approved by	Mr.Ramesh reddy
Sign. & Date	15.03.2022	Sign. & Date	15.03.2022

Note:

APPROVED
17 MAR 2022
Sr. MANAGER PURCHASE