(E)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/3/22	Prepared by	Manu	Serial no.	2076
Supplier name	Leela steel Railing & furniture			HO inward no.	
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	4/2/22	PO/WO No.	85138	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	060	1/3/22	86731—	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			86731—
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report ☑ Installation report			
MRN nos.:	Installation Report enclosed	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:			86731—
Amount E – PO / WO value:			86731—
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	4/4/22		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manu	Prabhakar			
Sign:	Manu	[signature]			
Date	28/3/22	APPROVED 28 MAR 2022			
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.

Internal memo no. 903/35/A
Annexure -A
INSTALLATION REPORT

Company/ firm:	GVRC	Requisition nos.:	164488
Project:	Innopolis	PO no.:	85138
Supplier:	Leela Steel Railing & Furni-ture	Material type:	SS Railing.

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	16/2/22	Security Kiosk	SS Railing	21 Rft	21.00/-
				Total:	21.00 Rft

Remarks: Towards Security kiosk railing purpose.

	Project manager	Security	Admin (Audit)
Approved by	[signature]	Rajesh	Sridevi 26/3/22

APPROVED BY
2 MAR 2022
E.MADHU
Project Manager/G.V.R.C.

Note: 1. Report to be sent on completion of work. 2. For partial completion report must be sent once a month. 3. This report is required for installation of windows, french windows, balcony/ staircase railing, fire doors and such materials where PO for material + labour is issued. Exclude false ceiling, painting, water proofing where 'Advice for giving credit to contractor/supplier form' is being set to E&D. 4. One or more reports can be made per PO. Avoid multiple POs in one report. 5. Provide report on defaults, poor quality, missing items, etc. 6. Reports to be sent to purchase@modiproperties.com regularly. However, report must be provided within one working day of request from purchase. 7. Maintain signed original at site.

TAX INVOICE Cell : 8125765219, 7075802950

M/s. LEELA STEEL RAILING & FURNITURE

Mfg: All Kinds of Stainless steel, Railings steel Furniture, Kitchen Trolleys 202,304 & All Interior, Decorative Items

Main Office : 1-2-3-5/1, Indiranagar Colony, Venkateshwara Temple Road, Beside Kattalamandi, Uppal, Hyderabad.

Branch Office : Ramppally Chowrasta, Ghatkesar Road, Hyderabad.

Buyer : M/s.: G.V.V. RECNTRR PVT L.T.D. SOHAM MANSION M.G. Road. SECUNdeRABad GST No. : 36AAHCG4562D1ZP	Invoice No. 060	Date : 1-03-2022
	Delivery Note :	Made of Payment :
	Buyers Order No. 85/38 164488	Date : 1-03-2022
	Despatched Through:	Destination :

Sl. No.	Description of Goods	HSN Code	Qty	Rate	Amount Rs. Ps.
		7306	21	350	~~2800/-~~ 7350/-
					~~2800/-~~

SUMMIT SALES LLP R.R. DIST. IN WARD No. 92199 Date 11/3 Sign:

GST No. : 36CRBPB0826R1ZO	Gross Value		~~8673~~ 7350/-
Rupees in words: EIGHT THOUGHT SIX HANDRATE SEVENNT THREE RUPES ONLY/-	Add CGST	9 %	661.5
	Add SGST	9 %	661.5
	Add IGST	%	
	GRAND TOTAL		8673

Terms & Conditions

1. Our risk and responsibilty ceases on delivery of goods and we are not respondible for damages, shortages or theft in transist.
2. 27% Intrest will be charged on bills remaining unpaid after due date
3. Payments within..........days.

For LEELA STEEL RAILING & FURNITURE

मोहनराम

Proprietor

Purchase Order

 04-02-2022 13:52:17

85138
31.01.22 4:50:17

From Company :	**G V Reserch Centers Pvt Ltd** 5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003 G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Leela Steel Railing & Furniture	**Doc No**	85138	164488
Main office: 1-2-3-5/1, India Nagar Colony, Venkateshwara Temple Road, Beside Kattalmandi, Uppal, Hyderabad.	**Doc Date**	04-02-2022	
	Quote No	Nil	
GSTIN 36CRBPB0826R1ZO	**Quote Date**	23-12-2021	
8125765219/7075802950	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Mohan Ram

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6039 - Miscellaneous - SS Railing - NA - rft 3'	21.00	350.00	0.00	18.00	8,673.00
			Total Order Value . . .			**8,673.00**

Rupees : Eight Thousand Six Hundred Seventy Three Only.

Terms and Conditions :-

Specification / Brand	Quality & Specifications of works shall be as per given in the quotation. SS Pipe - Jindal make & Glass - Saint Gobain/Modi Guard.Prices shall remain fixed(Subject to change in GST) for a period of 6months.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 3days
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	Bill must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bill.
Transportation Cost	Included in the above price.
Warranty	5years replacement guarantee on all hardware installed. Hardware material should be branded.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Breakage if any in your a/c. Above order for Security Kiosk railing purpose. Fttg charges including in above price.
Completion Date	Work shall be completed within 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per actual measurement of material received at site.
Security	Supplier shall be responsible for security and storage of material at site.
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 : 04/02/2022

Name : ____________________

Accepted the above Terms And Conditions

For *Leela Steel Railing & Furniture*

Date : __/__/____

Requisition Form

Company Name:	GV Research Centers Pvt Ltd	Date:	02.02.2022
Site & Phase:	Innopolis.	Time:	12:40
Supplier		Req. No.	164488
Material required before date:		ID No.	73488

No	Description	Size	Quantity	Units	Inward No	Date
1	SS Railing	-	21	Rft		
2						
3						
4						
5						
6	85138					
7						
8						
9						

Remarks: Towards Security kiosk railing purpose

Prepared By	Nikhil	Approved by	Mr.Madhu
Sign. & Date	02.02.2022	Sign. & Date	02.02.2022

APPROVED

0 3 FEB 2022

Note:

Madhu

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