PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	07/04/22	Prepared by	Prabhakar	Serial no.	U-2977
Supplier name	Avighna Distributors.			HO inward no.	
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	30/3/22	PO/WO No.	86886	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	0087	30/3/22	767/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	767/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 105738	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:	767/-
Amount E – PO / WO value:	767/-
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	11/04/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED [signature]			
Date		07 APR 2022			
Approval limit	Upto 20k	Above 20k P. PRABHAKAR Sr. MANAGER PURCHASE	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.

GSTIN : 36FSTPS6819H1ZS TAX INVOICE Mobile : 7075153859

AVIGHNA DISTRIBUTORS

House Keeping and Office Need Stationary Material.

B-80, JJ Nagar, Defence Colony, Neredmet, Hyderabad, Medchal-Malkajgiri, Telangana 500094

Name :	G V Reserch Centers Pvt Ltd	Invoice No : 0087
Address:	5-4-187/3&4, II nd floor, Sohan Mansion,MG Road, Sec-bad - 500003	Date : 30-03-2022
GSTIN :	36AAHCG4562D1ZP	PO No:- 86886
State:	Telangana state code: 36	Payments Terms :- 25 Days
		Delivery Adress :- Ranigunj

					Taxable Amount			
S. No.	Description of Goods	HSN Code	Qty	Rate	5%	12%	18%	Amount
1	Computer Mouse Wire less	3516	1 Nos	650			650	

INWARD
Inward No: 8869 Dt: 4/4/22
MRR No: 105738 Dt: 5/4/22
Received By: Kc Sign:
Genome Valley Research Center Pvt. Ltd.

SUMMIT SALES LLP R.R. DIST.
INWARD No: 93021 Date: 6/4 Sign:

Rupees in words --------------------	Total Amount before Tax			650	
Seven Hundred Sixty Seven Only/-	**Add : CGST**			58.5	
	Add : SGST			58.5	
	GRAND TOTAL			767	**767**

Bank Details : Kotak Mahindra Bank
Account No : 7945120725
Branch : General Bazar , Sec-Bad
IFSC Code : KKBK0007450

1.Goods once sold will not taken back or exchangd
2.Subject to Hyderabad. Jurisdiction.E.&.O.E.

Cerified that the particulares given above are true and correct

For AVIGHNA DISTRIBUTORS

B. Chandra Mohan

Authorised Signature

AVIGHNA DISTRIBUTORS HYD.

8869

Purchase Order

 30-03-2022 13:01:32

86886
16.03.22 2:13:37

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50(
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Avighna Distributors	**Doc No**	86886	164772
B 80, JJ Ngar, Defence colony, Neredmet, Hyderabad, Mechal-Malkajgiri-500094	**Doc Date**	30-03-2022	
	Quote No	Nil	
GSTIN 36FSTPS6819H1ZS	**Quote Date**	30-03-2022	
7075153859 7075153859	**SupplyType**	Supply	

Kind Attn : Sai Mohan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3516 - Computers and Peripherals - Mouse - NA - nos *Wireless*	1.00	650.00	0.00	18.00	767.00
				Total Order Value . . .		**767.00**

Rupees : Seven Hundred Sixty Seven Only.

Terms and Conditions :-

Specification /	After Delivery & Production of bill
Payment Terms	Inclusive of all taxes
Tax	Next Day.
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 Lokesh laptop 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 deli vary /DC can be sent by email.

For ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Avighna Distributors***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GV Research Centers Pvt Ltd.	Date:	26.03.2022
Site & Phase:	Innopolis.	Time:	12:38
Supplier		Req. No.	164772
Material required before date:		ID No.	75030

No	Description	Size	Quantity	Units	Inward No	Date
1.	Laptop bag	-	01	No's		
2.	Wire less mouse 86886	-	01	No's		
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

Remarks: Towards lokesh laptop purpose

Prepared By	Lokesh	Approved by	Mr Ramesh Reddy
Sign. & Date	26.03.2022	Sign. & Date	26.03.2022

Note:

APPROVED
28 MAR 2022
Sr. MANAGER PURCHASE

3481 + 181