PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/4/22	Prepared by	Kavitha	Serial no.	3159
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	GVDL	Project	GVDL	HO received date	
PO/WO date	25/3/22	PO/WO No.	86147	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22944	04/04/22	21587/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	21587/-

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.:	105737	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:	21587/-
Amount E – PO / WO value:	81460/-
Amount F – Difference (A – E).	5813/-
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	18/4/22
Remarks:	– Final Bill –

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:	Kavitha				
Date	15/4/22				
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

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	22944
GV Discovery Center Pvt Ltd	Invoice Date.	04-04-2022
119,191, Synergy Square1	PO No.	86747
	PO Date.	25-03-2022
	Req ID	74977
GSTIN : 36AAHCG4940K1ZC PAN AAHCG4940K	Req Date	24-03-2022
	Loc Req No	196004

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10	231.00	2,310.00	12	277.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	2,310.00	277.20
	138.60	138.60	Total Invoice Amount	2,587.20	

Rupees : Two Thousand Five Hundred Eighty Seven and Paise Twenty Only.

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST. IN WARD No: 92935 Date: 4/4/22 Sign:

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 25-03-2022 12:24:55 Origin:

86747
16.03.22 2:13:35

From Company : **G V Discovery Center Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-50003
G S T No. : 36AAHCG4940K1ZC

Supplier Details			
Summit Sales LLP	**Doc No**	86747	196004
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	25-03-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	24-03-2022	
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	7555 - Stationery - other - Paper - A4 - bundles	20.00	231.00	0.00	12.00	5,174.40
2	7605 - Stationery - other - Whitner Pen - NA - nos	5.00	21.00	0.00	18.00	123.90
3	7528 - Stationery - other - Fevistick - NA - nos	5.00	20.00	0.00	12.00	112.00
4	7593 - Stationery - other - Stapler - other - nos *small*	5.00	36.50	0.00	18.00	215.35
5	7560 - Stationery - other - Pen - NA - nos *black*	20.00	3.50	0.00	18.00	82.60
6	7560 - Stationery - other - Pen - NA - nos *red*	10.00	3.50	0.00	18.00	41.30
7	7560 - Stationery - other - Pen - NA - nos *blue*	20.00	3.50	0.00	18.00	82.60
8	7592 - Stationery - other - stamp pad - NA - nos	4.00	32.00	0.00	18.00	151.04
9	7509 - Stationery - other - Calculator - NA - nos	3.00	158.00	0.00	18.00	559.32
10	7584 - Stationery - other - Scribbling Pads - other - nos	15.00	15.00	0.00	18.00	265.50
11	7558 - Stationery - other - Ink Catridge - NA - nos *M205*	2.00	700.00	0.00	18.00	1,652.00
				Total Order Value . . .		**8,460.01**

Rupees : Eight Thousand Four Hundred Sixty and Paise One Only.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Bill amount
1.	22887	30/3/22	5,873/-
2.			
3.			
4.			
5.			

Terms and Conditions :-

Specification /	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	119, 191 Synergy Square 1

Accepted the above Terms And Conditions

For *G V Discovery Center Pvt Ltd*

Authorised Signatory

For *Summit Sales LLP* Bal Amount: 3,413/-

25/03/2022

Name : ______

Name : ______

Date : _/_/__

Purchase Order

25-03-2022 12:24:55

Original / Office Copy / Purchase Div.Copy

-

Phone. -

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 site office purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	.

For ***G V Discovery Center Pvt Ltd***

Authorised Signatory

25/03/2022

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Date : __/__/____

Requisition Form

Company Name:	G. V. Discovery Centre	Date:	24.03.2022
Site & Phase :	Genopolis	Time:	16.55 Hrs
		Req. No.	196004
Material required before date:	Urgent	ID No.	74977

No	Description	Size		Quantity	Units	Inward No	Date
1	Paper Bundles	std	12	20	Nos		
3	Whitener Pens	std		05	Nos		
4	Fevisticks	std		05	Nos		
5	Stapplers	std		05	Nos		
6	Epson M205 Ink Bottles	std		02	Nos		
7	Black Pens	std	20	30	Nos		
8	Red Pens	std	10	20	Nos		
9	Blue Pens	std	20	30	Nos		
10	Stamp Pads	std	04	05	Nos		
11	Calculaters	std		03	Nos		
12	Scribbling Pads	std	15	20	Nos		

86742

APPROVED
25 MAR 2022
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: For Site Office Purpose.

Prepared By:	Vineetha reddy	Approved by	K.Narsing rao
Sign.& Date	24.03.2022	Sign. & Date	24.03.2022

Note: On receipt of material at site write inward number and date in last 2 columns.

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

Customer Details		
GV Discovery Center Pvt Ltd	DC No.	19610
119,191, Synergy Square1	DC Date	04-04-2022
	PO No.	86747
	PO Date	25-03-2022
	Req ID	74977
	Req Date	24-03-2022
GSTIN : 36AAHCG4940K1ZC	Loc Req No	196004

	Description of Goods	HSN/SAC	Qty
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SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 79160
Date: 15/4
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD

Inward No: 1254	Dt: 04/04/22
MRN No: 105732	Dt: 16:40
Received By:	Sign: Ranjan

Greater Valley Discovery Center Pvt. Ltd.