

PURCHASE DIVISION
Advice for approval for credit to supplier

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Date: <u>21/4/22</u>		Prepared by: <u>Prabir Kumar</u>		Serial no. <u>3420</u>	
Supplier name: <u>Elegant Enclips</u>				HO inward no. <u></u>	
Firm/Company: <u>Enure</u>		Project: <u>Imagodes</u>		HO received date <u></u>	
PO/WO date: <u>8/4/22</u>		PO/WO No. <u>87176</u>		Scan ID. <u></u>	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	<u>0017</u>	<u>8/4/22</u>	<u>20,545.70</u>	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 20,545.70

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

MRN nos.: <u>105920</u>	Proof of delivery matches MRN ☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges —

Amount C – Other Debits : —

Amount D (D=A+B-C) – Amount to be credited to the supplier: 20,545.70

Amount E – PO / WO value: 20,544.69

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: 25/4

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		<u>[Signature]</u>			
Date		<u>21 APR 2022</u>			
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.

Purchase Order

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08-04-2022 1:08:51 PM



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04.04.22 1:33:42

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

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003.

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	87176	164809
Doc Date	08-04-2022	
Quote No	NIL	
Quote Date	07-04-2022	
SupplyType	Supply	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4697 - Electrical - wires - Copper wire - NA - mtrs 4 Core 10Sq.mm copper flexible wire	35.00	497.45	0.00	18.00	20,544.69
Total Order Value . . .					20,544.69

Rupees : Twenty Thousand Five Hundred Fourty Four and Paise Sixty Nine Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	Against Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penalty 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 is for electrical wiring for ups 2727 and 5600e building woks 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 invoice 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

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name :

11/04/2022

Name :

Date : _/_/_

Requisition Form

Company Name:	GV Research Centers Pvt Ltd.	Date:	07.04.2022
Site & Phase:	Innopolis.	Time:	10:00
Supplier		Req. No.	164809
Material required before date:		ID No.	75346

No	Description	Size	Quantity	Units	Inward No	Date
1.	4 core copper flexible cables	10 sqmm	35	meters		
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

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Remarks: Towards electrical wiring for ups for 2727 and 5600e building works

Prepared By	Akhil murthy	Approved by	Mr.Madhu
Sign. & Date	07.04.2022	Sign. & Date	07.04.2022

Note:

[Handwritten signature]