

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 25/4/22		Prepared by: C. Prasad		Serial no.	
Supplier name: G. PRITHVIA PRINTERS				HO inward no.	
Firm/Company: G. DISCOVERY		Project: C. Prasad		HO received date	
PO/WO date: 22/4/22		PO/WO No.: 87625		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	540	16/4/22	8325/	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

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

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

MRN nos.: 106582	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: 8325/

Amount E – PO / WO value: 8325

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: 21/5/22

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	C. Prasad				
Sign:					
Date:	28/4/22				
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 weightment 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 CASH / CREDIT

Cell : 98495 58805
93987 02763**PRIYANKA PRINTERS**

★ OFFSET PRINTING ★ SCREEN PRINTING ★ LETTER PADS
★ INVITATIONS ★ VISTING CARDS ★ ID CARDS ★ BROUCHERS ★ PHAMPLATES
★ OFFICE FILES ★ STICKERS ETC.,

9-5-80/2A, Anjaiaha Nagar, Old Bowenpally, Hyderabad - 500 011, Telangana State.

Email : priyankaprinters4@gmail.com

No. **540**Date : **16/4/22**M/s **G.V. Discovery Centers PVT. LTD.****M.G. Road, Secunderabad**Party GSTIN. **36AAHCG490K12C**

SI No.	PARTICULARS	HSN Code	Qty	Rate	Amount Rs. Ps.
①	Transit Invoice		5	195.00	975=00
②	Delivery Challan		5	235.00	1175=00
③	Annexure - A		5	235.00	1175=00

INWARD	
Inward No: 49	Dr: 16/4/22
MRN No:	Dr:
Received By: [Signature]	Sign: [Signature]
MODI PROPERTIES	

E. & O.E.

Rupees **Three thousand**
three hundred and
Twenty five only

Bank Details
Bank : Punjab & Sind Bank
A/c : 03191100022739
Branch : Secunderabad Park Lane
IFSC Code : PSIB0000319

CGST

SGST

TOTAL

3325=00

GSTIN: **36AROPK5593K120**
Composite Scheme

Goods once sold Cannot be taken back

Subject to Secunderabad jurisdiction

For **PRIYANKA PRINTERS****K. Venk**

Purchase Order

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22-04-2022 11:56:02

From Company : **G V Discovery Center Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-500003
G S T No. : 36AAHCG4940K1ZC



87625

20.04.22 3:07:37

Supplier Details

Priyanka Printers
1-4-5/37/A, Bholakpur, Hyderabad

GSTIN -

9849558805

Doc No	87625	167044
Doc Date	22-04-2022	
Quote No		
Quote Date	22-04-2022	
SupplyType	Supply	

Kind Attn : Mr. Venu

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 7631 - Stationery - printing - Invoice books - other - nos Transit Invoice	5.00	195.00	0.00	0.00	975.00
2 7646 - Stationery - printing - Receipt Books - other - nos Delivery Challan	5.00	235.00	0.00	0.00	1,175.00
3 7646 - Stationery - printing - Receipt Books - other - nos Annexure - A	5.00	235.00	0.00	0.00	1,175.00
Total Order Value . . .					3,325.00

Rupees : Three Thousand Three Hundred Twenty Five Only.

Terms and Conditions :-**Specification / Brand** Transit Invoice, Delivery Challan & Annexure-A**Payment Terms** Against Delivery & Production of bill.**Tax** All taxes included in above price.**Delivery Date** 16-04-2022

Delivery Location Head Office
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
Phone. 040-66335551

Penalty For Delay Nil**Transportation Cost** Nil**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for staff identification purpose.**Completion Date** 30-04-2022**Measurment** Nil**Security** Nil**Remarks**For **G V Discovery Center Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Priyanka Printers**