E

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/5/22	Prepared by	Kavitha	Serial no.	3954
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	GVDC	Project	GVDC	HO received date	
PO/WO date	5/5/22	PO/WO No.	87997	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23527	9/5/22	855.5/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	855.5/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	07093	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:	855.5/-
Amount E – PO / WO value:	855.5/-
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	16/05/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kavitha				
Sign:	10/5/22				
Date					
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		
GV Discovery Center Pvt Ltd	Invoice No.	23527
119,191, Synergy Square1	Invoice Date.	09-05-2022
	PO No.	87997
	PO Date.	05-05-2022
	Req ID	76170
GSTIN : 36AAHCG4940K1ZC PAN AAHCG4940K	Req Date	30-04-2022
	Loc Req No	196056

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	30	3.50	105.00	18	18.90
	blue						
2	7560 - Stationery - other - Pen - NA - nos	9608	30	3.50	105.00	18	18.90
	black						
3	7560 - Stationery - other - Pen - NA - nos	9608	10	3.50	35.00	18	6.30
	red						
4	7544 - Stationery - other - Marker - NA - nos	9608	10	16.00	160.00	18	28.80
	blue						
5	7544 - Stationery - other - Marker - NA - nos	9608	10	16.00	160.00	18	28.80
	black						
6	7544 - Stationery - other - Marker - NA - nos	9608	10	16.00	160.00	18	28.80
	red						
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	725.00		130.50
	65.25	65.25	Total Invoice Amount	855.50		

Rupees : Eight Hundred Fifty Five and Paise Fifty Only.

for Summit Sales LLP

SUMMIT SALES LLP
INWARD
No: 94228
Date: 9/5
Sign:
R.R. DIST.

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 05-05-2022 17:29:31

87997
20.04.22 3:26:44

From Company : **G V Discovery Center Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-500(
G S T No. : 36AAHCG4940K1ZC

Supplier Details			
Summit Sales LLP	**Doc No**	87997	196056
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	05-05-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	05-05-2022	
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	7560 - Stationery - other - Pen - NA - nos *blue*	30.00	3.50	0.00	18.00	123.90
2	7560 - Stationery - other - Pen - NA - nos *black*	30.00	3.50	0.00	18.00	123.90
3	7560 - Stationery - other - Pen - NA - nos *red*	10.00	3.50	0.00	18.00	41.30
4	7544 - Stationery - other - Marker - NA - nos *blue*	10.00	16.00	0.00	18.00	188.80
5	7544 - Stationery - other - Marker - NA - nos *black*	10.00	16.00	0.00	18.00	188.80
6	7544 - Stationery - other - Marker - NA - nos *red*	10.00	16.00	0.00	18.00	188.80
					Total Order Value . . .	**855.50**

Rupees : Eight Hundred Fifty Five and Paise Fifty Only.

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 - 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 material order forOffice and store purpose.
Completion Date	NA
Measurment	NA

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

Authorised Signatory

Name : 06/05/2022

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name :

Date : __/__/____

Purchase Order

 05-05-2022 17.29.31 Original / Office Copy / Purchase Div.Copy

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 delivery/DC can be sent by email.'

For *G V Discovery Center Pvt Ltd*

Authorised Signatory

Name : 06/05/2022

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	G. V. Discovery Centre	Date:	30.04.2022
Site & Phase :	SYNERGY 119,191	Time:	11:00 Hrs
		Req. No.	196056
Material required before date:	Urgent	ID No.	76170

No	Description	Size	Quantity	Units	Inward No	Date
1	Pens (blue)	std	30	nos		
2	Pens(black)	std	30	Nos		
3	Pens (red)	std	10	Nos		
4	Cd markers (blue)	std	10	Nos		
5	Cd markers (black)	std	10	Nos		
6	Cd markers (red)	std	10	Nos		

87997

Remarks: For site office and stores purpose .

Prepared By:	Vineetha reddy	Approved by	S.V Subba reddy
Sign.& Date	30.04.2022	Sign. & Date	30.04.2022

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

APPROVED
06 MAY 2022
MINISH PARIKH
MANAGER PROCUREMENT

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Discovery Center Pvt Ltd	DC No.	20095
119,191, Synergy Square1	DC Date.	09-05-2022
	PO No.	87997
	PO Date	05-05-2022
	Req ID	76170
GSTIN : 36AAHCG4940K1ZC	Req Date	30-04-2022
	Loc Req No	196056

	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	30
2	7560 - Stationery - other - Pen - NA - nos	9608	30
3	7560 - Stationery - other - Pen - NA - nos	9608	10
4	7544 - Stationery - other - Marker - NA - nos	9608	10
5	7544 - Stationery - other - Marker - NA - nos	9608	10
6	7544 - Stationery - other - Marker - NA - nos	9608	10
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

SUMMIT SALES LLP
IN WARD
No: 79752
Date: 12/5
Sign:
R.R. DIST.

INWARD

Inward No: 345	Dt: 10/5/22
MRN No: 102093	Dt:
Received By:	Sign: 11:30am

Genome Valley Discovery Center Pvt. Ltd.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory