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PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	28/05/22	Prepared by	Vanajakshi	Serial no.	4555
Supplier name	SSLLP			HO inward no.	
Firm/Company	GVDC	Project	119, 191 Synergy Square	HO received date	
PO/WO date	27/05/22	PO/WO No.	88629	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23827	27/05/22	2,207/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,207/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 107797 — 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:	2,207/-
Amount E – PO / WO value:	2,207/-
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	6/06/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	[signature]				
Date	28/05/22				
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

ORIGINAL INVOICE

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	Invoice No.	23827
119,191, Synergy Square1	Invoice Date.	27-05-2022
	PO No.	88629
	PO Date.	27-05-2022
	Req ID	76704
GSTIN : 36AAHCG4940K1ZC	Req Date	23-05-2022
	Loc Req No	196078

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7578 - Stationery - other - Ring Binder - other - nos A4		10	187.00	1,870.00	18	336.60
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	1,870.00	336.60
	168.30	168.30	Total Invoice Amount	2,206.60	

Rupees : Two Thousand Two Hundred Six and Paise Sixty Only.

SUMMIT SALES LLP
IN WARD
No: 94849
Date: 22/5
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 27-05-2022 11:33:04 o

88629
20.05.22 3:37:21

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**	88629	196078
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	27-05-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	27-05-2022	
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	7578 - Stationery - other - Ring Binder - other - nos *A4*	10.00	187.00	0.00	18.00	2,206.60
					Total Order Value . . .	**2,206.60**

Rupees : Two Thousand Two Hundred Six and Paise Sixty 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 order For Site office purpose.
Completion Date	NA
Measurment	NA
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

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________ Name : ____________________ Date : __/__/____

Requisition Form

Company Name:	GV Discovery center	Date:	23.05.2022
Site & Phase :	Genopolis	Time:	11:00 Hrs
Supplier name		Req. No.	196078
Material required before date: Urgent		ID No.	76704

No	Description	Size	Quantity	Units	Inward No	Date
1	Ring binder files	A4	10	nos		
2						
3	88629					
4						
5						
6						

Remarks: For Site office use purpose.

Prepared By:	Vineetha reddy	Approved by	S.V Subba reddy
Sign.& Date	23.05.2022	23/5/2022 Sign. & Date	23.05.2022

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

 27-05-2022

Customer Details

GV Discovery Center Pvt Ltd

119,191, Synergy Square I

GSTIN 36AAHCG4940K1ZC

DC No	20350
DC Date	27-05-2022
PO No.	88629
PO Date	27-05-2022
Req ID	76704
Req Date	23-05-2022
Loc Req No	196078

	Description of Goods	HSN/SAC	Qty
1	7578 - Stationery - other - Ring Binder - other - nos		10
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
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Subject to Hyderabad Jurisdiction

INWARD
Inward No: 400 Dt: 28/5/22
MRN No: 107797 Dt: 28/05/22
Received By: Sign: Nijam
Genome Valley Discovery Center Pvt. Ltd.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 50200 Date: 28/5 Sign: