PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	30/5/22	Prepared by	Manoj	Serial no.	
Supplier name	SSLLP			HO inward no.	4628
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	10/12/21	PO/WO No.	83482	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21247	30/12/21	1,718.081/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,718.081/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.:	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:	1,718.081/-
Amount E – PO / WO value:	4,209.341/-
Amount F – Difference (A – E):	2,491.261/-
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	Final Bill 6/6/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj				
Sign:	Manoj				
Date	30/5/22				
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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
G V Research Centers Pvt Ltd.	Invoice No.	21247
5-4-187/3&4, IInd Floor, Soham Mansion, MG Road, Secunderabad-500003	Invoice Date.	30-12-2021
	PO No.	83482
	PO Date.	10-12-2021
	Req ID	71925
	Req Date	08-12-2021
GSTIN : 36AAHCG4562D1ZP	Loc Req No	164257

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4046 - Consumables - Phinyle - 1Ltr - nos	2907	3	52.00	156.00	18	28.08
2	4022 - Consumables - Dettol - NA - nos	3401	10	86.00	860.00	18	154.80
3	4066 - Consumables - Water bottle - NA - nos		8	55.00	440.00	18	79.20
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	1,456.00		262.08
	131.04	131.04	Total Invoice Amount	1,718.08		

Rupees : One Thousand Seven Hundred Eighteen and Paise Eight Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

83482
09.12.21 3:16:08

Pages: 1 of 2 10-12-2021 14:07:26

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36AAHCG4562D1ZP

Supplier Details

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	83482	164257
Doc Date	10-12-2021	
Quote No	Nil	
Quote Date	10-12-2021	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	6.00	86.00	0.00	18.00	608.88
2 4046 - Consumables - Phinyle - 1Ltr - nos	6.00	52.00	0.00	18.00	368.16
3 4022 - Consumables - Dettol - NA - nos	10.00	86.00	0.00	18.00	1,014.80
4 4000 - Consumables - Acid - NA - ltrs	5.00	21.00	0.00	18.00	123.90
5 4001 - Consumables - Air Freshner - NA - nos *Odonil*	6.00	45.00	0.00	18.00	318.60
6 4008 - Consumables - Cleaning Cloth - other - nos *White*	15.00	16.80	0.00	5.00	264.60
7 4066 - Consumables - Water bottle - NA - nos	20.00	55.00	0.00	18.00	1,298.00
8 4065 - Consumables - Vim bar - NA - nos	4.00	45.00	0.00	18.00	212.40

Total Order Value . . . 4,209.34

Rupees : Four Thousand Two Hundred Nine and Paise Thirty Four Only.

Part Delivy

Inv : 20989
Date : 16/12/21
Amt : 2491.26.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After 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 Mr. Sanjay - 9502288244
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	Nil

For *G V Reserch Centers Pvt Ltd*
Authorised Signatory

Name

Accepted the above Terms And Conditions
For *Summit Sales LLP*

Name : ______

Date : __/__/____

Requisition Form 1530

Company Name:	GV Research Centers Pvt Ltd.	Date:	08.12.2021
Site & Phase:	Innopolis	Time:	10:42
Supplier		Req. No.	164257
Material required before date:		ID No.	71925

No	Description	Size	Quantity	Units	Inward No	Date
1.	Lizol	-	6	No's		
2.	Phenyle	-	6	No's		
4.	Hand washes(santhoor)	-	10	No's		
5.	Acid bottles	-	05	No's		
6.	Air freshners 83482	-	06	No's		
7.	Vim bars	-	06	No's		
8.	White clothes	-	15	No's		
9.	Water bottles	-	20	No's		
10.						

Remarks:Towards office use purpose.

Prepared By	S Nagamani	Approved by	Mr.Ramesh reddy
Sign. & Date	08.12.2021	Sign. & Date	08.12.2021

Note:

APPROVED
09 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE