PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	03/06/22	Prepared by	Vanajakshi	Serial no.	4878
Supplier name	SSUP			HO inward no.	
Firm/Company	GVDL	Project	119, 19154 reesy 59 Cable	HO received date	
PO/WO date	1/06/22	PO/WO No.	88858	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23945	2/06/22	1,950/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,950/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	108040	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:	1950/-
Amount E – PO / WO value:	1,950/-
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	13/06/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	[signature]				
Date	3/06/22				
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

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Discovery Center Pvt Ltd	Invoice No.	23945
119,191, Synergy Square1	Invoice Date.	02-06-2022
	PO No.	88858
	PO Date.	01-06-2022
	Req ID	76921
GSTIN : 36AAHCG4940K1ZC PAN AAHCG4940K	Req Date	31-05-2022
	Loc Req No	196098

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7584 - Stationery - other - Scribbling Pads - other -		10	15.00	150.00	18	27.00
2	7505 - Stationery - other - Binder Clips - other - 41mm	8305	1	42.00	42.00	18	7.56
3	7505 - Stationery - other - Binder Clips - other - 25mm	8305	2	42.00	84.00	18	15.12
4	7505 - Stationery - other - Binder Clips - other - 19mm	8305	2	42.00	84.00	18	15.12
5	7533 - Stationery - other - Highlighter - NA - nos	9608	6	20.00	120.00	12	14.40
6	7560 - Stationery - other - Pen - NA - nos black	9608	10	3.50	35.00	18	6.30
7	7585 - Stationery - other - Sharpner - NA - nos	8214	10	3.00	30.00	12	3.60
8	7523 - Stationery - other - Eraser - NA - nos		10	1.50	15.00	18	2.70
9	7530 - Stationery - other - Folder cover - NA - nos A3		200	5.50	1,100.00	18	198.00
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	1,660.00	289.80
	144.90	144.90	Total Invoice Amount	1,949.80	

Rupees : One Thousand Nine Hundred Fourty Nine and Paise Eighty Only.

SUMMIT SALES LLP IN WARD No: 95103 Date: 2/6/22 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 02-06-2022 12:31:06 Ori

88858
20.05.22 3:37:23

From Company : **G V Discovery Center Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-50003
G S T No. : 36AAHCG4940K1ZC

Supplier Details		
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	88858 196098
	Doc Date	01-06-2022
	Quote No	nil
GSTIN 36ACQFS2044C1Z7	**Quote Date**	01-06-2022
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	7584 - Stationery - other - Scribbling Pads - other - nos	10.00	15.00	0.00	18.00	177.00
2	7505 - Stationery - other - Binder Clips - other - boxes *41mm*	1.00	42.00	0.00	18.00	49.56
3	7505 - Stationery - other - Binder Clips - other - boxes *25mm*	2.00	42.00	0.00	18.00	99.12
4	7505 - Stationery - other - Binder Clips - other - boxes *19mm*	2.00	42.00	0.00	18.00	99.12
5	7533 - Stationery - other - Highlighter - NA - nos	6.00	20.00	0.00	12.00	134.40
6	7560 - Stationery - other - Pen - NA - nos *black*	10.00	3.50	0.00	18.00	41.30
7	7585 - Stationery - other - Sharpner - NA - nos	10.00	3.00	0.00	12.00	33.60
8	7523 - Stationery - other - Eraser - NA - nos	10.00	1.50	0.00	18.00	17.70
9	7530 - Stationery - other - Folder cover - NA - nos *A3*	200.00	5.50	0.00	18.00	1,298.00
					Total Order Value . . .	**1,949.80**

Rupees : One Thousand Nine Hundred Fourty Nine and Paise Eighty 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 for Site office

For ***G V Discovery Center Pvt Ltd*** Accepted the above Terms And Conditions

Authorised Signatory For ***Summit Sales LLP***

Name : ____________ Name : ____________ Date : __/__/____

Contact - -

Requisition Form

Company Name:	GV Discovery center	Date:	31.05.2022
Site & Phase :	Genopolis	Time:	16:09 Hrs
Supplier name		Req. No.	196098
Material required before date:	02-06-2022	ID No.	76921

No	Description	Size	Quantity	Units	Inward No	Date
1	Scribbling pads	Std	10	Nos		
2	A3 cover's	Std	02	Packets		
3	Binder clips 88858	41mm	01	Box		
4	Binder clips	25mm	02	Boxes		
5	Binder clips	19mm	02	Boxes		
6	High lighter's	Std	06	Nos		
7	Black pens	Std	01	Packet		
8	Sharpener ' s	Std	01	Box		
9	Eraser's	Std	01	Box		

Remarks: For GVDC Site office use purpose.

Prepared By:	K.Sneha	Approved by	S.V Subba reddy
Sign.& Date	31.05.2022	Sign. & Date	31.05.2022

31/5/2022

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Discovery Center Pvt Ltd	DC No	20438
119,191, Synergy Square1	DC Date	02-06-2022
	PO No	88858
	PO Date	01-06-2022
	Req ID	76921
GSTIN : 36AAHCG4940K1ZC	Req Date	31-05-2022
	Loc Req No	196098

	Description of Goods	HSN/SAC	Qty
1	7584 - Stationery - other - Scribbling Pads - other - nos		10
2	7505 - Stationery - other - Binder Clips - other - boxes	8305	1
3	7505 - Stationery - other - Binder Clips - other - boxes	8305	2
4	7505 - Stationery - other - Binder Clips - other - boxes	8305	2
5	7533 - Stationery - other - Highlighter - NA - nos	9608	6
6	7560 - Stationery - other - Pen - NA - nos	9608	10
7	7585 - Stationery - other - Sharpner - NA - nos	8214	10
8	7523 - Stationery - other - Eraser - NA - nos		10
9	7530 - Stationery - other - Folder cover - NA - nos		200
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INWARD
Inward No: 413 Dt: 2/6/22
MRN No: 10804 Dt: 3/6/22
Received By: Sign: 11:18 am
Genome Valley Discovery Center Pvt. Ltd.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised Signatory

SUMMIT SALES LLP
INWARD
No. 80355
Date: 3/6/22
Sign:
R.R. DIST