PURCHASE DIVISION
Advice for approval for credit to supplier

8

Date:	2/6/22	Prepared by	Prabhakar	Serial no.	4721
Supplier name	Sri balaji Enterprises			HO inward no.	
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	23/5/22	PO/WO No.	88499	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	15	26/5/22	17,488/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	17,488/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 107780 — 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:	17,488/-
Amount E – PO / WO value:	17,488/-
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	6/6/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		prabhakar			
Sign:		[signature] APPROVED			
Date		03 JUN 2022			
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

SRI BALAJI ENTERPRISES # 14-1-418, NEAR ROCKET GROUND NEW AGHAPURA HYDERABAD 500001 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana	Invoice No. **15**	Date **26-05-2022**
	Place of supply **36-Telangana**	PO date **23-05-2022**
	PO number **88499**	
Bill To **G V RESERCH CENTERS PVT LTD** # 5-4-187/3 & 4 2nd Floor Soham Nansin MG Road Secunderabad-500003 Contact No.: 9502277299 GSTIN Number: 36AAHCG4562D1ZP State: 36-Telangana	Ship To sy no.542 Genome valley Thurkapally	

#	Item name	HSN/ SAC	Quantity	Unit	Price/ Unit	Discount	GST	Amount
1	ODC 3080 DOOR CLOSERS	8302	10	NOS	₹ 2,470.00	₹ 9,880.00 (40%)	₹ 2,667.60 (18%)	₹ 17,487.60
	Total		**10**			**₹ 9,880.00**	**₹ 2,667.60**	**₹ 17,487.60**

Invoice Amount In Words

Seventeen Thousand Four Hundred Eighty Eight Rupees only

Amounts:	
Sub Total	₹ 17,487.60
Round off	₹ 0.40
Total	**₹ 17,488.00**
Received	₹ 0.00
Balance	₹ 17,488.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
8302	₹ 14,820.00	9%	₹ 1,333.80	9%	₹ 1,333.80	₹ 2,667.60
Total	**₹ 14,820.00**		**₹ 1,333.80**		**₹ 1,333.80**	**₹ 2,667.60**

Terms and conditions:

GOODS ONCE SOLD WILL NOT BE TAKEN BACK
SUBJECT TO HYDERABAD JURI ATTRACT INTEREST AT 24% P.A.SDICTION.
PAYMENT POST DUE DATE WILL

UPI SCAN TO PAY

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder Name: KIRAN DEVI JOSHI

For, SRI BALAJI ENTERPRISES

Authorized Signatory

SRI BALAJI ENTERPRISES SBE HYD.

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 95013
Date: 31/5
Sign:

INWARD
Inward No: 9268 Dt: 27/5/2
MRN No: 107780 Dt: 27/5/2
Received By: Sign:
Genome Valley Research Center Pvt. Ltd.

Tax Invoice

SRI BALAJI ENTERPRISES # 14-1-418, NEAR ROCKET GROUND NEW AGHAPURA HYDERABAD 500001 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana	Invoice No. **15** Date **26-05-2022** Place of Supply **36-Telangana** PO date **23-05-2022** PO number **88499** Vehicle Number Ship To sy no.542 Genome valley Thurkapally

Bill To

G V RESERCH CENTERS PVT LTD

5-4-187/3 & 4 2nd Floor Soham Nansin MG Road Secunderabad-500003

Contact No.: 9502277299

GSTIN Number: 36AAHCG4562D1ZP

State: 36-Telangana

#	Item name	HSN/ SAC	Quantity	Unit	Price/ Unit	Discount	GST	Amount
1	ODC 3080 DOOR CLOSERS	8302	10	NOS	₹ 2,470.00	₹ 9,880.00 (40.0%)	₹ 2,667.60 (18.0%)	₹ 17,487.60
	Total		**10**			**₹ 9,880.00**	**₹ 2,667.60**	**₹ 17,487.60**

Invoice Amount In Words

Seventeen Thousand Four Hundred and Eighty Eight Rupees only

Amounts:	
Sub Total	₹ 17,487.60
Round off	₹ 0.40
Total	**₹ 17,488.00**
Received	₹ 0.00
Balance	₹ 17,488.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
8302	₹ 14,820.00	9.0%	₹ 1,333.80	9.0%	₹ 1,333.80	₹ 2,667.60
Total	**₹ 14,820.00**		**₹ 1,333.80**		**₹ 1,333.80**	**₹ 2,667.60**

Terms and conditions:

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PAYMENT POST DUE DATE WILL

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Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder's Name: KIRAN DEVI JOSHI

For, SRI BALAJI ENTERPRISES

Authorized Signatory

SRI BALAJI ENTERPRISES SBE HYD.

PROPERTIES PVT. LTD. INWARD No. 839 Date 26/5/22 SEC'BAD

SUMMIT SALES LLP R.R. DIST.

94829
27/5

Purchase Order

Page(s) 1 Of 1 23-05-2022 13:23:18

88499
27.04.22 12:24:14

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

Supplier Details			
Sri Balaji Enterprises H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc No**	88499	164970
	Doc Date	23-05-2021	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	04-12-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	2088 - Carpentry - hardware - Door Closer - NA - nos	10.00	2,470.00	40.00	18.00	17,487.60
					Total Order Value . . .	**17,487.60**

Rupees : Seventeen Thousand Four Hundred Eighty Seven and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation, earing capacity is 80 kgs
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all GST taxes
Delivery Date	with in 2 days.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	Nil
Transportation Cost	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 bathroom door sample, purpose.
Completion Date	Nil
Measurment	Nil
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 Reserch Centers Pvt Ltd***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GV Research Centers Pvt Ltd.	Date:	20.05.2022
Site & Phase:	Innopolis.	Time:	12:00
Supplier		Req. No.	164970
Material required before date: 21.05.2022		ID No.	76560

No	Description	Size	Quantity	Units	Inward No	Date
1.	Door closets	80kgs	10	No's		
2.						
3.	88099					
4.						
5.						
6.						
7.						
8.	83293					
9.						
10.						
11.						

Remarks: Towards 2727 block batroom purpose

Prepared By	Madhu.T	Approved by	Mr. Ramesh reddy
Sign. & Date	20.05.2022	Sign. & Date	20.05.2022

APPROVED 23 MAY 2022

Note: Kindly raise the purchase order ASAP as site requires urgently.