PURCHASE DIVISION
Advice for approval for credit to supplier

E

6146

Date:	12/7/22	Prepared by	Prabhakar	Serial no.	
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	GVRC	Project	Amopolis	HO received date	
PO/WO date	6/7/22	PO/WO No.	89742	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	24556	8/7/22	1,996.34	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1996.34
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 109464	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:	1996.34
Amount E – PO / WO value:	1996.34
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	18/8
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED			
Date		14 JUL 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

Summit Sales LLP

ORIGINAL INVOICE

#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 Research center Pvt Ltd	Invoice No.	24556
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	Invoice Date.	08-07-2022
	PO No.	89742
	PO Date.	06-07-2022
	Req ID	77789
GSTIN : 36AAHCG4562D1ZP PAN AAHCG4562D	Req Date	06-07-2022
	Loc Req No	206080

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos black	9608	20	3.50	70.00	18	12.60
2	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
3	7560 - Stationery - other - Pen - NA - nos blue	9608	20	3.50	70.00	18	12.60
4	7544 - Stationery - other - Marker - NA - nos black	9608	20	16.00	320.00	18	57.60
5	7512 - Stationery - other - CD Marker - NA - nos	9608	20	18.90	378.00	12	45.36
6	7544 - Stationery - other - Marker - NA - nos red	9608	20	16.00	320.00	18	57.60
7	7515 - Stationery - other - Chalkpiece - NA - boxes	2509	10	6.30	63.00	0	0.00
8	7533 - Stationery - other - Highlighter - NA - nos	9608	5	20.00	100.00	12	12.00
9	7605 - Stationery - other - Whitner Pen - NA - nos	9608	5	21.00	105.00	18	18.90
10	7507 - Stationery - other - Box file - Big - nos		5	44.00	220.00	18	39.60
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,730.00	266.34
	133.17	133.17	Total Invoice Amount	1,996.34	

Rupees : One Thousand Nine Hundred Ninty Six and Paise Thirty Four Only.

for Summit Sales LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 96376
Date: 8/7/22
Sign:

Subject to Hyderabad Jurisdiction

Authorised signatory

Purchase Order

 07-07-2022 15:59:06

89742
29.06.22 2:18:57

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

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	89742	206080
	Doc Date	06-07-2022	
	Quote No	nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	06-07-2022	
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 *black*	20.00	3.50	0.00	18.00	82.60
2	7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
3	7560 - Stationery - other - Pen - NA - nos *blue*	20.00	3.50	0.00	18.00	82.60
4	7544 - Stationery - other - Marker - NA - nos *black*	20.00	16.00	0.00	18.00	377.60
5	7512 - Stationery - other - CD Marker - NA - nos	20.00	18.90	0.00	12.00	423.36
6	7544 - Stationery - other - Marker - NA - nos *red*	20.00	16.00	0.00	18.00	377.60
7	7515 - Stationery - other - Chalkpiece - NA - boxes	10.00	6.30	0.00	0.00	63.00
8	7533 - Stationery - other - Highlighter - NA - nos	5.00	20.00	0.00	12.00	112.00
9	7605 - Stationery - other - Whitner Pen - NA - nos	5.00	21.00	0.00	18.00	123.90
10	7507 - Stationery - other - Box file - Big - nos	5.00	44.00	0.00	18.00	259.60
				Total Order Value . . .		**1,996.34**

Rupees : One Thousand Nine Hundred Ninty Six and Paise Thirty Four 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	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil

For ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name :

Name :

Date : / /

Purchase Order

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 Reserch Centers Pvt Ltd***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Name : ____________________

Date : __/__/____

Requisition Form

Company Name	GVRC						
Site & Phase	Innopolis	Date	06.07.2022				
Supplier		Time	10:43				
Material required before date	Urgent	Req No	206080				
		ID No	77789				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STAT2733-Stationary-pen-black color-Cello Fine grip--Nos	20	0	20		
2	STAT1112-Stationary-Pencil----Boxes	2	0	2		
3	STAT7304-Stationary-Pen-Blue color-Cello Fine grip--Nos	20	0	20		
4	STAT2767-Stationary-Permanent Marker ---Black-Nos	20	0	20		
5	STAT3692-Stationary-CD Marker----Nos	20	0	20		
6	STAT5876-Stationary-Permanent Marker ---Red-Nos	20	0	20		
7	STAT4023-Stationary-Chalk Piece----Boxes	10	0	10		
8	STAT3400-Stationary-Highlighter----Nos	5	0	5		
9	STAT5329-Stationary-Whitners----Nos	5	0	5		
10	STAT6002-Stationary-Box File Big----Nos	5	0	5		
Remarks	Towards office use purpose					

PO:- 89792

	Engineer	Project Manager	Purchase	MD
Prepared By	S.Nagamani			
Approved By	Mr.Madhu			
Sign & Date	06.07.2022			

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 Research center Pvt Ltd	DC No.	20969
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	DC Date.	08-07-2022
	PO No.	89742
	PO Date.	06-07-2022
	Req ID	77789
GSTIN : 36AAHCG4562D1ZP	Req Date	06-07-2022
	Loc Req No	206080

	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	20
2	~~7563 - Stationery - other - Pencil - NA - boxes~~	~~4421~~	~~2~~
3	7560 - Stationery - other - Pen - NA - nos	9608	20
4	7544 - Stationery - other - Marker - NA - nos	9608	20
5	7512 - Stationery - other - CD Marker - NA - nos	9608	20
6	7544 - Stationery - other - Marker - NA - nos	9608	20
7	7515 - Stationery - other - Chalkpiece - NA - boxes	2509	10
8	7533 - Stationery - other - Highlighter - NA - nos	9608	5
9	7605 - Stationery - other - Whitner Pen - NA - nos	9608	5
10	7507 - Stationery - other - Box file - Big - nos		5
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SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 81185
Date: 12/7/22
Sign: L

INWARD
Inward No: 9545 8/7/22
MRN No: 109464 12/7/22
Received By: Sign:
D. Rajkumar D Rajkumar
Genome Valley Research Center Pvt. Ltd.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory