

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 18/07/22		Prepared by: G. BHAGATH.		Serial no. 6340	
Supplier name: ABDUL AZIZ				HO inward no.	
Firm/Company: GVRC LP.		Project: GVRC		HO received date	
PO/WO date: 19-05-22		PO/WO No. 88412		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	027	30/06/22	31,860/-	☒ Yes ☐ No
2.			/	☐ Yes ☐ No
3.			/	☐ Yes ☐ No
4.			/	☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			31,860/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:	Bills attached	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:			31,860/-
Amount E – PO / WO value:			31,860/-
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		25/07/22	
Remarks: final bill.			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date					
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.

8316

ABDUL AZIZ

TAX INVOICE CASH / CREDIT

Cell : 9908194281

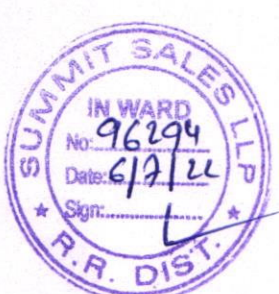
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ABDUL AZIZ

Supplier & Contractors

Spl. in : Plaster of Paris, False Ceiling, Gypsum Board, Partition Works,
Thermacol Ceiling, Armstrong, Border, Flower & All Types of Ceiling Works.

14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500 018. Email : rkdecorators@gmail.com

Seller GST No.: 36AYAPA9482A2ZQ Pan No. AYAPA9482A Mode of Transport : Product Reference No. State : Telangana, State Code : 36		Invoice No. : 027 Invoice Date : Date of Supply : 30/06/2022 PO No. & Date :			
Details of Receiver / Billed to : Name : G.V. Research centers PVT LTD Address : Buyer GSTIN : 36AAHCG4562D1ZP State : Telangana Code : 36		Details of Delivery Address : Name : Address : Buyer GSTIN : State : Code :			
S.No.	NAME OF THE PRODUCT	HSN Code	Qty.	Unit Price	Taxable Value
1	2727 ALL Staircase 2727 NW staircase head Room	998391	750	36	27,000/-
					
Total Invoice Amount : (In words) Thirty one thousand eight hundred Sixty only		Total Amount Before Tax		27,000/-	
		Add CGST @ 9 %		2430	
		Add SGST @ 9 %		2430	
		Add IGST @ %			
		Total Amount GST		4860/-	
		Total Amount After Tax		31,860/-	
Goods once sold will not be taken back. Our responsibility ceases once delivery made.		GST Payable on Reverse Charge			

For **ABDUL AZIZ**

ABDUL AZIZ

Supplier & Contractors

Thermal Ceiling Armstrong Board Flower & All Types of Ceiling Work
Spl in : Plaster of Paris, False Ceiling, Gypsum Board Partition Work
14-1-90318, Alibon Road, Hyderabad - 500 015. Email: aziz@aziz.com

Seller GST No: 36AYAP0482A230
Pan No: AYAP0482A
Mode of Transport:
Product Reference No:
State: Telangana, State Code: 28

Invoice No: 10000000000000000000
Date of Supply: 30/06/2022
PO No & Date:

Name: G.V. Research Centre Pvt Ltd
Address:

Details of Receiver's Bill to:

Buyer GSTIN: 36AAHCG1522D12P
State: Telangana, State Code: 28

Buyer's Name:
Buyer's Address:

S.No. NAME OF THE PRODUCT

HSN Code

Qty

Unit

Taxable Value

1 2500 Nos staircase handrail
2500 Nos staircase handrail

998301

150

m

25,000/-



Total Invoice Amount: 25,000/-
Eight thousand five hundred and only

GST Payable on Reverse Charge
Total Amount with Tax: 25,000/-
Total Amount without Tax: 25,000/-
GST INVOICE
GST No: 36AYAP0482A230
GST No: 36AAHCG1522D12P

Id no: 69493

Construction division.
Advice for giving credit to contractors/suppliers.

Sl. No. - site bills register		591		Date - site bills Register		30/5/22	
Company Name:		GVRC		Site:		Innapoli	
Name of Contractor		Abdul Aziz					
Nature of work		False ceiling					
Work done		From Date		10-03-22		To Date	
						22-03-22	
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no	
1.	2727 All side work	450	36	sqft	16,200		
2.	2727 N-H-Hod work	300	36	sqft	10,800		
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.	Total:				27,000		
Bill required		☒ YES ☐ NO.		GST bill required		☐ YES ☒ NO.	
Measurement & estimate sheet:		☒ Required ☐ Not required		Measurement & estimate sheet:		☐ Enclosed ☐ Not enclosed	
PO/WO no.				PO/WO date:			
Remarks : Work completed.							
Approved by Project Manager		Approved by Design Team		APPROVED BY			
Date: 30/5/22		Date: 30/5/22		Approved by M.D.			
Sign: Mayur		Sign: Daganu		Date: 01 JUN 2022			
				Sign: SOHAM MODI			
				MANAGING DIRECTOR			

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for certifying labour bills, bills for hire charges, earth work, turnkey civil contractors. 3. Wherever not applicable - fill NA. 4. Estimate and measurement sheets are not required for turnkey jobs where guideline rates are clearly given.

MEASUREMENT SHEET									
Work Description	False Ceiling				Approved by				
Name of the Contractor	Abdul Aziz				Reg no:	164953		Madhu. T	
Prepared By	Praveen. K				PO no:	88412			
Work Date	10.03.20.22 -22.03.2022								
Bill Date	30-05-2022								
S.No	Item Head	Item Description	A Length	B Width	C Height	D No's	E=AxBxCxD Quantity	F units	G= Sum of E Item Head Total
1	2727-south east staircase	False Ceiling	30.00	1.00	1.00	5.00	150.00	ft	
2	2727-north east staircase	False Ceiling	30.00	1.00	1.00	5.00	150.00	ft	
3	2727-north west staircase	False Ceiling	30.00	1.00	1.00	5.00	150.00	ft	
4	2727-NW staircase head room	False Ceiling	24.00	12.50	1.00	1.00	300.00	sq ft	
									750.00

ESTIMATE SHEET

ESTIMATE SHEET						
Company Name:	GVRC	Approved By	Madhu.T			
Project:	Innapolis					
Work Description:	Fabrication					
Name of the Contractor	Abdul Aziz					
Prepared By:	Praveen.K					
Date:	30-05-2022					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount
1	2727--All staircase	False ceiling	450.00	sf	36.00	16200
2	2727--NW staircase head room	False ceiling	300.00	sf	36.00	10800
						27000

Purchase Order

23-05-2022 14:22:33

Original / Office Copy / Purchase Div Copy

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

Abdul Aziz
#14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500018

GSTIN 36AYAPA9482A2ZQ

9908194281

Doc No	88412	164953
Doc Date	19-05-2022	
Quote No	NIL	
Quote Date	16-05-2022	
SupplyType	Supply	

Kind Attn : Mr. Abdul Aziz

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6022 - Miscellaneous - False Ceiling - NA - sft	750.00	36.00	0.00	18.00	31,860.00
Total Order Value . . .					31,860.00

Rupees : Thirty One Thousand Eight Hundred Sixty Only.

Terms and Conditions :-

Specification / Brand	Above rate as per guideline cir.no 852(E) dtd 19-07-2021 issued by our M.D. and accepted by contractor. Above rates are inclusive of all
Payment Terms	50% advance at the time of PO, balance on completion of work.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penalty For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills
Transportation Cost	Included in the above price.
Warranty	One year on workmanship
Advance Paid	Rs. 16,992/- to be pay vide cheque no. , dt.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for 2727S-E, N-E, N-W Staircase purpose
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost
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'

Books of accounts verified and
no bills wrt this PO were
received by accounts

Name:

Sign: A. Jeeva Pr

Date: 15.7.22

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Abdul Aziz**

Name : _____

Name : _____

Date : _____

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Page 1 of 1

Requisition Form

Company Name:	GV Research Centers Pvt Ltd.	Date:	16.05.2022
Site & Phase:	Innopolis.	Time:	1:00
Supplier	Adul Aziz Ansari	Req. No.	164953
Material required before date:	17.05.2022	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1.	False ceiling	-	750	sft		
2.						
3.						
4.						
5.	Note: All work is					
6.	completed					
7.						
8.						
9.						
10.						
11.						
12.						

Remarks: Towards 2727 S-E,N-E,N-W staircase purpose

Prepared By	Praveen.K	Approved by	Madhu.T
Sign. & Date	16.05.2022	Sign. & Date	16.05.2022

Note: Work is already completed



Madhu

