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PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/07/22	Prepared by	G.BHAGATH.	Serial no.	. 6332
Supplier name	ABDUL AZIZ			HO inward no.	
Firm/Company	GVRCLLP	Project	GVRC	HO received date	
PO/WO date	19-05-22	PO/WO No.	88413.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	028	30/06/22	1,19,007.	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,19,007.

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.:	Bill's 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:	1,19,007.
Amount E – PO / WO value:	1,19,007.
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:		Bhaskaran			
Sign:					
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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18 JUL 2022
Sr. MANAGER PURCHASE

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.

ABDUL AZIZ

TAX INVOICE CASH / CREDIT

Cell : 9908194281
9182242690

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. : 028
Invoice Date :
Date of Supply : 30/06/2022
PO No. & Date :

Details of Receiver / Billed to :
Name : Gv 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 East side Toilets	998391	1481.5		53,334/-
	west side Tailets	" "	1320		47,520/-

Total Invoice Amount : (Inwords) One lakh Ninteen thousand Seven Rupees only

Total Amount Before Tax	1,00,854/-
Add CGST @ 9 %	9,076.86
Add SGST @ 9 %	9,076.86
Add IGST @ %	
Total Amount GST	18,153.72
Total Amount After Tax	1,19007
GST Payable on Reverse Charge	

Goods once sold will not be taken back.
Our responsibility ceases once delivery made.

For **ABDUL AZIZ**

Idw: 69495

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

Sl. No. – site bills register	593	Date - site bills Register	30/5/22
Company Name:	GVRC	Site:	Innopolis
Name of Contractor	Abdul Aziz,		
Nature of work	False ceiling / Moisture Proof board		
Work done	From Date 10-02-22	To Date	25-02-22

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	2727					
2.	East side Toilets	1365	36	sft	49,158	
3.		116	36	sft	4,176	
4.	West side Toilets	1200	36	sft	43,200	
5.		120	36	sft	4,320	
6.						
7.						
8.						
9.						
10.						
11.	Total:				1,00,854	

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 M.D.
Date: 30/5/22	Date: 30/5/22	Date: 01 JUN 2022
Sign: Mayur	Sign: Jayesh	Sign:

APPROVED BY
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/Moisture proof board**								
Name of the Contractor	**Abdul Aziz**				**Approved by**		**Madhu.T**		
Prepared By	**Praveen.k**				**Req no:**	**164955**			
Work Date	**10.02.20.22 -25.02.2022**				**PO no:**	**88413**			
Bill Date	**30-05-2022**								
S.No			**A**	**B**	**C**	**D**	**E=AxBxCxD**	**F**	**G= Sum of E**
	Item Head	**Item Description**	**Length**	**Width**	**Height**	**No's**	**Quantity**	**units**	**Item Head Total**
1	2727-East toilets	False ceilling	13.00	9.50	1.00	4.00	494.00	sft	
			17.50	9.25	1.00	4.00	647.50	sft	
			8.00	7.00	1.00	4.00	224.00	sft	
			15.00	1.00	1.00	4.00	60.00	rft	
			14.00	1.00	1.00	4.00	56.00	rft	
2	2727-West toilets	False ceilling	24.00	12.50	1.00	4.00	1200.00	sft	
			30.00	1.00	1.00	4.00	120.00	rft	
									2801.50

ESTIMATE SHEET							
Company Name:	**GVRC**				**Approved By**		
Project:	**Innopolis**				**Madhu.T**		
Work Description:	**False ceilling/Moisture proof board**						
Name of the Contractor	**Abdul Aziz**						
Prepared By:	**Praveen.K**						
Date:	**30-05-2022**						
S No.	**Item Head**	**Item Description**	**Quantity**	**Units**	**Rate**	**Amount**	**Item Head Total**
1	2727-East toilets	False ceilling	1365.50	sft	36.00	49158.00	
			116.00	rft	36.00	4176.00	
2	2727-West toilets	False ceilling	1200.00	sft	36.00	43200.00	
			120.00	rft	36.00	4320.00	
							100854.00

Purchase Order

of 1 24-05-2022 17:52:44

Original / Office Copy / Purchase Div Copy

m 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	88413	164955
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 *plain false ceiling- Moisture proof brand*	2,802.00	36.00	0.00	18.00	119,028.96
			Total Order Value . . .		**119,028.96**

Rupees : One Lakh(s) Ninteen Thousand Twenty Eight and Paise Ninty Six 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
Penality For Delay	Bills must be submitted to H.O. within 30 days of completion of work 10% plty 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 59,514/- 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 2727 East, West side toilets 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:
Date: 15-7-22

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Name :

Name :

Accepted the above Terms And Conditions

For *Abdul Aziz*

Date / /

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.	164955
Material required before date:	17.05.2022	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1.	False ceiling/ Moisture proof board	-	2802	sft		
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

Remarks: Towards 2727 East,West side toilets purpose

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

Note: Work is already completed

APPROVED
18 JUL 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE