PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	23/07/22	Prepared by	Prabhakar	Serial no.	6522
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	GNRC	Project	Imopolis	HO received date	
PO/WO date	12/7	PO/WO No.	89949	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	24631	13/7/22	590-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	590-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 109592	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:	590-00
Amount E – PO / WO value:	590-00
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	25/7
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:					
Date		23 JUN 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
P. PRABHAKAR
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.

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

ustomer Details	Invoice No. 24631
V Research center Pvt Ltd	Invoice Date. 13-07-2022
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	PO No. 89949
	PO Date. 12-07-2022
	Req ID 77878
GSTIN : 36AAHCG4562D1ZP PAN AAHCG4562D	Req Date 08-07-2022
	Loc Req No 206089

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4585 - Electrical - other - Insulation tape - NA - nos	8546	50	10.00	500.00	18	90.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	500.00	90.00
	45.00	45.00	Total Invoice Amount	590.00	

Rupees : Five Hundred Ninty Only.

SUMMIT SALES LLP IN WARD No:........ Date:........ Sign:........ R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 12-07-2022 2:28:37 PM

89949
29.06.22 2:19:00

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-5C
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**	89949	206089
	Doc Date	12-07-2022	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	08-07-2022	
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	4585 - Electrical - other - Insulation tape - NA - nos	50.00	10.00	0.00	18.00	590.00
					Total Order Value . . .	**590.00**

Rupees : Five Hundred Ninty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	Within 30 days of delivery.
Tax	GST included in above price.
Delivery Date	Within 3 days
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	Nl
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Payment as per actual receipt of material. Order for site use 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 invoice 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 ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form							
Company Name:	GVRC	Date:	08.07.2022				
Site & Phase :	Innopolis	Time:	12:25				
Supplier:		Req. No.	206089				
Material required before date:	Urgent	ID No.	77878				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	ELCD4680-Electrical-Insulation tapes---20nos-Boxes	50	0	50			
2							
3							
4							
5	89449.						
6							
7							
8							
9							
10							
Remarks:	Towards site use purpose						
	Engineer	Project Manager		Purchase		MD	
Prepared By:	S.Nagamani						
Approved By:	Mr.Madhu						
Sign & Date:	08.07.2022						

APPROVED
11 JUN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

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.	21037
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	DC Date.	13-07-2022
	PO No.	89949
	PO Date.	12-07-2022
	Req ID	77878
GSTIN : 36AAHCG4562D1ZP	Req Date	08-07-2022
	Loc Req No	206089

	Description of Goods	HSN/SAC	Qty
1	4585 - Electrical - other - Insulation tape - NA - nos	8546	50
2			
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SUMMIT SALES LLP R.R. DIST.
IN WARD
No: S/348
Date: 16/7
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD

Inward No: 9566 Dt: 15/7/22

MRN No: 09592 Dt: 15/7/22

Received By: Sign:

Genome Valley Research Center Pvt Ltd