

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 18/08/22		Prepared by: MINISH		Serial no. 7287	
Supplier name: Safety House				HO inward no.	
Firm/Company: GRC		Project: GUNPOLES		HO received date	
PO/WO date: 27/06/22		PO/WO No. 89470		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	8621	27/07/22	6,643/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 6,218/-

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

MRN nos.:	Proof of delivery matches MRN	☐ Yes ☐ No
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Amount B – Other Credits : Transportation charges 360+187/- 425/-

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 6,643/-

Amount E – PO / WO value: 6,218/-

Amount F – Difference (A – E): 425/-

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 100% Advance Paid.

Remarks:

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.

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SAFETY HOUSE

12/16, 3rd Floor, Ashok Nagar, New Delhi - 110 018

Ph : 9971087519, 9999656979

Email : safetyhouse7@gmail.com

PAN No.AZRPK7108B

GSTIN No.07AZRPK7108B1ZE

TAX INVOICE

Original for Recipient

Date : 27.07.2022

Invoice no. SH/22-23/8621

Bank Name - HDFC Bank	Branch code - 2035
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MICR Code 110240228

Current A/c no. - 20352000000731

RTGS No. HDFC0002035

Bill to : G V Research Centre

Ship to : G V Research Centre

5-4-187/3 & 4,

5-4-187/3 & 4,

MG Road,

MG Road,

Secunderabad - 03

Secunderabad - 03

Email: mahender.nakha@modiproperties.com

Mr.

M : 7780120664

Buyer's P.O. Number

Received on

Buyer GSTIN No.

Vendor code

89470

28.06.2022

36AAHCG4562D1ZP

27.06.2022

[illegible]

Remarks :

Basic Value	5,270.00
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Courier charges	360.00
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Packing charges	0.00
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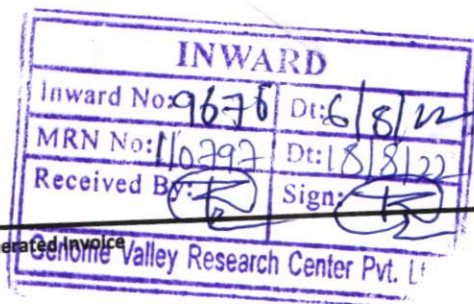
Subtotal	5,630.00
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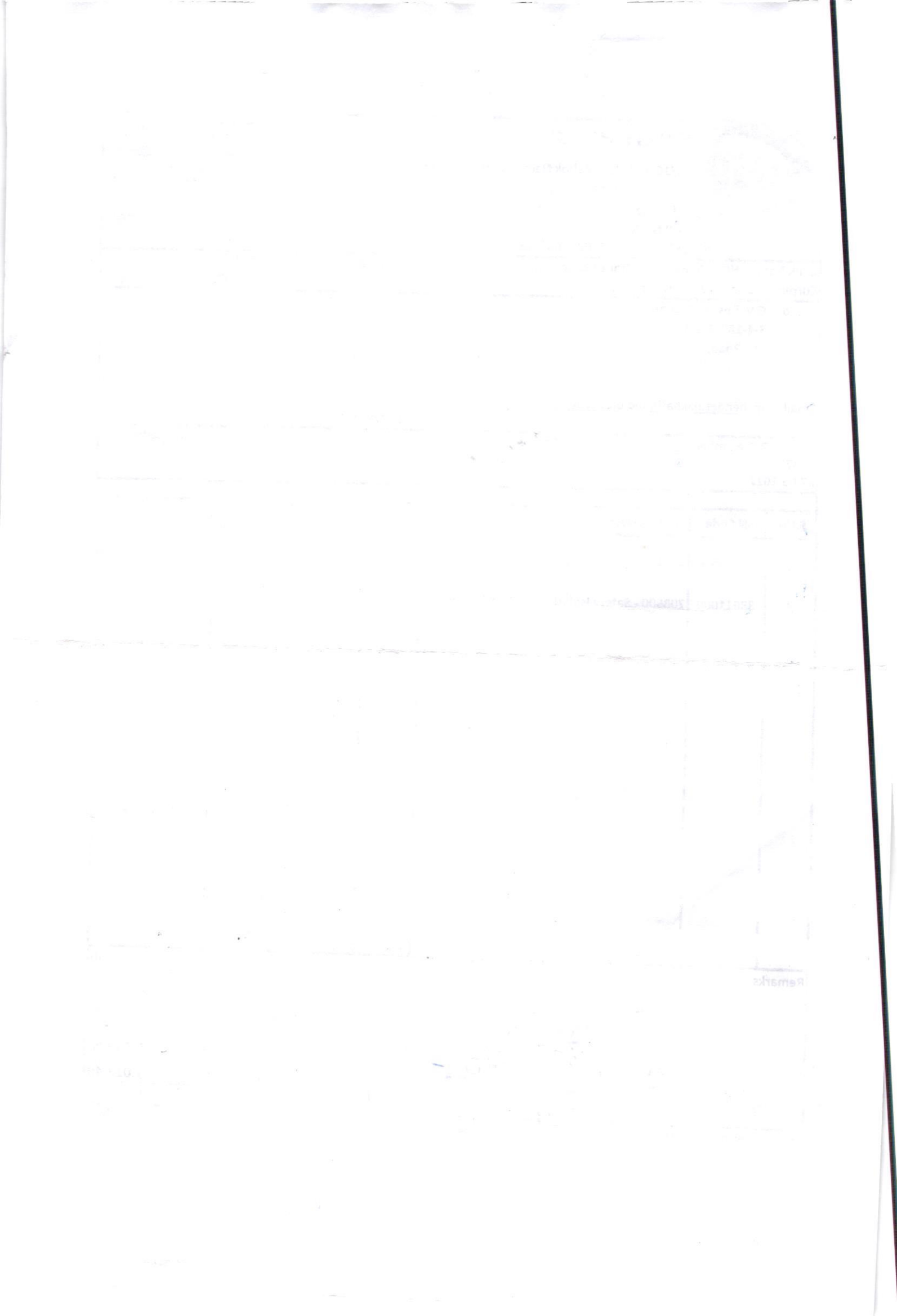
IGST : 18%	1,013.40
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Total	6,643.40
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Authorised Signatory

This is a computer generated invoice





Purchase Order

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27-06-2022 14:53:13



From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500006
G S T No. : 36AAHCG4562D1ZP

Supplier Details

Safety House
12/16,3rd floor, Ashok Nagar, New Delhi - 110018

GSTIN 07AZRPK7108B1ZE

9971087519

Doc No	89470	206056
Doc Date	27-06-2022	
Quote No	SH/22-23/1	
Quote Date	23-06-2022	
SupplyType	Supply	

Kind Attn : Mr. Sonakshi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 616800 - Hardware - Lockout Rackout-Loto-SH-PACKC - - Nos	17.00	70.00	0.00	18.00	1,404.20
2 708500 - Hardware - Safety Padlock--SH-PLLS - 6lever - Nos	17.00	240.00	0.00	18.00	4,814.40
Total Order Value . . .					6,218.60
Rupees : Six Thousand Two Hundred Eighteen and Paise Sixty Only.					

Terms and Conditions :-

Specification / Brand	As per details given in the quotation dt. 28/05/2022
Payment Terms	100% Advance payment.
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	Nil
Transportation Cost	Extra as per actuals.
Warranty	Nil
Advance Paid	Rs. 6,219/- payment to be pay through RTGS.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for site use(Control panel locking 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 :

22/06/22

Name : _____

Accepted the above Terms And Conditions

For **Safety House**

Date : __/__/__

Requisition Form						
Company Name:		GV Reserch Centers Pvt. Ltd.				
Site & Phase :		Innopolis				
Supplier:		Safety House				
Material required before		Urgent!				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD6168-Hardware-Lockout--Loto-SH-PACKC--Nos	17	0	17		
2	HARD7085-Hardware-Safety Padlock--SH-PLLS-6lever-Nos	17	0	17		
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:		Above order for site use. Control panel locking Purpose.				
Engineer		Project Manager		Purchase	MD	
Prepared By:	<i>T.D. Singh</i>					
Approved By:						
Sign & Date:	<i>27/6/22</i>					

MEMO

✓
APPROVED BY
23 JUN 2022
SOHAM MODI
MANAGING DIRECTOR

