PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/08/22	Prepared by	MINISH.	Serial no.	7280
Supplier name	Rita Seed's store			HO inward no.	
Firm/Company	GVRC	Project	Annapoli's.	HO received date	
PO/WO date	29/07/22	PO/WO No.	90521	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	897	04/08/22	3,000/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,000/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 110338.	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:	3,000/-
Amount E – PO / WO value:	3,000/-
Amount F – Difference (A – E):	NIL
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	22/08/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		18 AUG 2022			
Date		MINISH PARIKH MANAGER PROCUREMENT			
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.

TIN : 36AKAPK8182D1Z8 **TAX INVOICE** ☎ : 23222835 : 66778470

RITA SEEDS STORE

DEALERS IN : ALL KINDS OF SEEDS, FERTILIZERS & PESTICIDES OF MAHYCO, RALLIS INDOFIL, CIBA, STANES PRODUCTS & AGRICULTURAL IMPLEMENTS ETC.

 # 3-6-295/4, Hyderguda, Hyderabad-29 (T.S.) INDIA

No. 897 Date 04-08-2022

M/s GV Research Centres pvt Ltd, Sec-bad 90521/206136 dt 29/7/22

Sl. No.	PARTICULARS	Qty.	Rate	Amount Rs.	Ps.
1.	pruning cutter	1no.		600	00
2.	plant cutter radge	3no	800/-	2400	00
			TOTAL	3000	00

SUMMIT SALES LLP R.R. DIST. IN WARD No: 81934 Date: 16/8/22 Sign:

INWARD
Inward No: 9670 Dt: 5/8/22
MRN No: 110338 Dt: 06/08/22
Received By: D. Rajkumar Sign: D. Rajkumar
Genome Valley Research Center Pvt. Ltd.

Goods once sold will not be taken back or exchanged.
Subject to Hyderabad Jurisdiction.

For RITA SEEDS STORE

Signature

Purchase Order

 29-07-2022 14:27:40

90521
29.07.22 12:09:33

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

Rita Seeds
Basheerbagh, Secunderabad.

GSTIN 36AKAPK8182D1Z8
23222835,65168470 9949015953

Doc No	90521	206136
Doc Date	29-07-2022	
Quote No	Nil	
Quote Date	29-07-2022	
SupplyType	Supply	

Kind Attn : Mr. Suresh

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 9552 - Tools - Plant cutter - NA - nos *Prunning Cutter*	1.00	600.00	0.00	0.00	600.00
2 9552 - Tools - Plant cutter - NA - nos *edge cutter*	3.00	800.00	0.00	0.00	2,400.00
			Total Order Value . . .		**3,000.00**

Rupees : Three Thousand 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 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
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Above order for 2727 Garden 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 : 02/08/22

Accepted the above Terms And Conditions

For *Rita Seeds*

Name :

Date : __/__/____

Requisition Form						
Company Name:	GVRC	Date:	28.07.2022			
Site & Phase :	Innopils	Time:	13:30			
Supplier:		Req. No.	206136			
Material required before date:	29.07.2022	ID No.	78440			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	TOOL3581-Tools-Hedge cutter--Falcon-TATA--Nos 90521	3		3		
2	TOOL3390-Tools-Pruning cutter--Falcon--Nos	1		1		
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	Towards 2727 gardening purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	T.Madhu					
Approved By:	T.Madhu	Madhu				
Sign & Date:	28.07.2022					

APPROVED
02 AUG
MINISH
MANAGER