PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	3/9/22	Prepared by	Poops	Serial no.	7833
Supplier name	SSLLP			HO inward no.	
Firm/Company	GVLL	Project	Innopolis	HO received date	
PO/WO date	30/8/22	PO/WO No.	91448	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	25555	2/9/22	562.80	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	562.80
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 111333	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:	562.80
Amount E – PO / WO value:	562.80
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	12/9/22
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.

TAX INVOICE

Summit Sales LLP

ORIGINAL INVOICE

#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

Customer Details	Invoice No.	25555
GV Research center Pvt Ltd	Invoice Date.	02-09-2022
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	PO No.	91448
	PO Date.	30-08-2022
	Req ID	79260
GSTIN : 36AAHCG4562D1ZP PAN AAHCG4562D	Req Date	27-08-2022
	Loc Req No	206218

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	661500 - CONS-Consumables - Cleaning Cloth-- - - -	630710	30	16.75	502.50	5	25.12
2	649300 - CONS-Consumables - Mopping cloth-- - - -	680510	2	16.75	33.50	5	1.68
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IGST	CGST	SGST				
			Total Taxable Amount	536.00		26.80
	13.40	13.40	Total Invoice Amount	562.80		

Rupees : Five Hundred Sixty Two and Paise Eighty Only.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST. IN WARD No: 98563 Date: 2/9/22 Sign:

Subject to Hyderabad Jurisdiction

Purchase Order

 30-08-2022 11:12:04

91448
17.08.22 12:59:52

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50
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**	91448	206218
	Doc Date	30-08-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	30-08-2022	
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	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	30.00	16.75	0.00	5.00	527.63
2	649300 - CONS-Consumables - Mopping cloth-- - - - Nos	2.00	16.75	0.00	5.00	35.18
				Total Order Value . . .		**562.80**

Rupees : Five Hundred Sixty Two and Paise Eighty 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 Working 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 Site office purpose.
Completion Date	NA
Measurment	NA
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 : Venkatesh 01/09/22

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Date : __/__/____

Requisition Form							
Company Name:	GVRC						
Site & Phase :	Innopolis	Date:	27.08.2022				
Flat/Block no.		Time:	10:30				
Supplier:							
Material required before date:	29.08.2022	Req. No.	206218				
		ID No.	79260				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	CONS6615-Consumables-Cleaning Cloth----Nos	30		30			
2	CONS6493-Consumables-Mopping cloth----Nos 91448	2		2			
3							
4	Mounica						
5							
6							
7							
8							
9							
10							
Remarks:	Towards site office purpose						
	Engineer	Project Manager	Purchase		MD		
Prepared By:	Sridevi						
Approved By:	T.Madhu		APPROVED				
Sign & Date:	27.08.2022	Madhu	30 AUG 2022 MINISH PARIKH MANAGER PROCUREMENT				

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	DC No.	21808
GV Research center Pvt Ltd	DC Date	02-09-2022
Sy No. 542, Genome vallacy, Thurkapally, Hyderabad	PO No.	91448
	PO Date	30-08-2022
	Req ID	79260
	Req Date	27-08-2022
GSTIN : 36AAHCG4562D1ZP	Loc Req No	206218

	Description of Goods	HSN/SAC	Qty
1	661500 - CONS-Consumables - Cleaning Cloth-- - - - Nos	630710	30
2	649300 - CONS-Consumables - Mopping cloth-- - - - Nos	680510	2
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SUMMIT SALES LLP
INWARD
No: 82440
Date: 5/9/22
Sign: L
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 9888	Dt: 3/9/22
MRN No: 111333	Dt: 3/9/22
Received By: R	Sign: R
Genome Valley Research Center Pvt. Ltd.	