PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/09/22	Prepared by	C.mohammad	Serial no.	8292
Supplier name	Venkataramana & Binding works			HO inward no.	
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	03/09/22	PO/WO No.	91566	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	702	03/09/22	21,240/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	21,240/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 111668	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:	21,240/-
Amount E – PO / WO value:	21,240/-
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	26/09/22
Remarks: Final bill	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Chand mohammad				
Sign:	C.mohammad				
Date	15/09/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
16 SEP 2022
MINISH PARIKH
MANAGER PROCUREMENT

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

Ph: 040 - 27842572
Cell: 9849360076 / 99665 18678

VENKATARAMANA STATIONERY AND BINDING WORKS

Note Books, Registers, Account Books, Stationery & Xerox Paper Etc. Available

#1-5-85, General Bazar, Secunderabad - 500 003. Email: venkatramana.bindingworks@gmail.com

To
M/S. G.V. Reserch centery Pvt Ltd
M.G. Road
GSTIN 36AAHCG4562D1ZP

Order No 91566 Date 3/9/22
Delivery Challan No Date
Bill No. [redacted] 2022-23 702 Date 12/9/22

Sl No	PARTICULARS	HSN Code	Qty	Rate	12% GST	18% GST	0% -5% GST	Amount Rs.	Ps.
1	Concrete Tape (Big)		200	90/-		18,000			
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
				Total		18,000			
				SUB Total					
				CGST		1620			
				SGST		1620			
				Grand Total		21240		21240/-	

SUMMIT SALES LLP R.R. DIST
IN WARD
No: 9900?
Date: 15/9
Sign:

INWARD
Inward No: 9955 Dt: 14/9/22
MRN No: 111668 Dt: 14/9/22
Received By: D. Rajan Sign: D. Rajan
Genome Valley Research Center Pvt. Ltd.

Rupees..

Receiver's Signature & Seal

GSTIN: 36AEJPP5811M1Z2

Terms & Conditions
Goods once sold will not be taken back
Interest @2%p.m. if not paid within 30 days time
Subject to Secunderabad Jurisdiction.
THE COSMOS CO-OP BANK LTD. M.G. Road, Secunderabad.
RTGS / NEFT CODE COSB0000069 A/C No. 069100102707

For: VENKATARAMANA STATIONERY AND BINDING WORKS

Signature

Purchase Order

 06-09-2022 15:16:34

Origin

91566
01.09.22 10:54:24

From 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

Venkatramana Stationery & Binding works
1-5-85, General Bazar, Sec-Bad -500 003.

GSTIN 36AEJPP5811M1Z2
27842572 9849360076

Doc No	91566	206229
Doc Date	03-09-2022	
Quote No	Nill	
Quote Date	30-08-2022	
SupplyType	Supply	

Kind Attn : Mr. Prathap

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	388200 - HARD-Hardware - Concrete Tape-- - 75mmX85mtrs - Nos	200.00	90.00	0.00	18.00	21,240.00
	Rupees : Twenty One Thousand Two Hundred Fourty Only.				**Total Order Value . . .**	**21,240.00**

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 4545 slab covering purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Name : 06/09/22

Accepted the above Terms And Conditions

For ***Venkatramana Stationery & Binding works***

Name : ____________

Date : __/__/____

Requisition Form							
Company Name:	GVRC						
Site & Phase :	Innopolis	Date:	30.08.2022				
Flat/Block no.		Time:	10:30				
Supplier:							
Material required before date:	URGENT	Req. No.	206229				
		ID No.	79324				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	HARD3882-Hardware-Concrete Tape---75MMX85mtrs-Nos PO: 91566	200	0	200			
2	Venkata 90+18/-						
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:	Towards 4545 slab covering purpose.						
	Engineer	Project Manager	APPROVED	Purchase		MD	
Prepared By:	Mr.Madhu		06 SEP 2022				
Approved By:	Mr.Madhu	Madhu	MINISH PARIKH				
Sign & Date:	30.08.2022		MANAGER PROCUREMENT				