

PURCHASE DIVISION
Advice for approval for credit to supplier



Date:		15-11-22		Prepared by		Minish		Serial no.		10497	
Supplier name		Summit Sales LLP						HO inward no.			
Firm/Company		GVRC		Project		Innopolis		HO received date			
PO/WO date		8-11-22		PO/WO No.		93740		Scan ID.			
Sl no.	Bill no.			Bill date			Bill amount			Original attached	
1.	26858			9-11-22			1,080/-			☐ Yes ☐ No	
2.										☐ Yes ☐ No	
3.										☐ Yes ☐ No	
4.										☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):									1,080/-		
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report											
MRN nos.:		113663					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:									1,080/-		
Amount E – PO / WO value:									1,080/-		
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				21-11-22							
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.

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

1 of 1 :

Customer Details				Invoice No.	26858		
GV Research center Pvt Ltd Sy No. 542, Genome vallaey, Thurkapally, Hyderabad				Invoice Date.	09-11-2022		
				PO No.	93740		
				PO Date.	08-11-2022		
				Req ID	81306		
				Req Date	08-11-2022		
GSTIN : 36AAHCG4562D1ZP		PAN AAHCG4562D		Loc Req No	206423		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	273300 - STAT-Stationary - pen-black color-Cello	960899	40	6.00	240.00	18	43.20
2	730400 - STAT-Stationary - Pen-Blue color-Cello	960899	40	6.00	240.00	18	43.20
3	908700 - STAT-Stationary - Stapler-SMALL-- - - -	84729010	3	36.50	109.50	18	19.72
4	788300 - STAT-Stationary - Stapler Pins-10-- - - -	84729010	2	6.00	12.00	18	2.16
5	416300 - STAT-Stationary - Punch Big-- - - - Nos	84624910	2	157.00	314.00	18	56.52
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
82.40				82.40		82.40	
Total Taxable Amount				915.50		164.80	
Total Invoice Amount				1,080.29			
Rupees : One Thousand Eighty and Paise Twenty Nine Only.							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 Of 1

08-11-2022 14:05:52

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500004
G S T No. : 36AAHCG4562D1ZP



93740

01.11.22 2:54:36

Supplier Details

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	93740	206423
Doc Date	08-11-2022	
Quote No	nil	
Quote Date	08-11-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 273300 - STAT-Stationary - pen-black color-Cello Fine grip - - - Nos	40.00	6.00	0.00	18.00	283.20
2 730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	40.00	6.00	0.00	18.00	283.20
3 908700 - STAT-Stationary - Stapler-SMALL-- - - - Nos	3.00	36.50	0.00	18.00	129.21
4 788300 - STAT-Stationary - Stapler Pins-10-- - - - Boxes	2.00	6.00	0.00	18.00	14.16
5 416300 - STAT-Stationary - Punch Big-- - - - Nos	2.00	157.00	0.00	18.00	370.52
Total Order Value . . .					1,080.29

Rupees : One Thousand Eighty and Paise Twenty Nine 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
Penalty 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	Nil
Measurment	Nil
Security	Nil
Remarks	Collect from SSLLP.

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	CVRC	Date	08 11 2022
Site & Phase	Innopolis	Time	10 30
Unit No Block No			
Supplier		Req No	206423
Material required before date	10 11 2022	ID No	81306
S No	Item	Qty required	Qty available at site
1	STAT2733-Stationary-pen-black color-Cello Fine grp--Nos	40	40
2	STAT7304-Stationary-Pen-Blue color-Cello Fine grp--Nos	40	40
3	STAT9087-Stationary-Stapler-SMALL-----Nos	3	3
4	STAT7883-Stationary-Stapler Pins-10-----Boxes	2	2
5	STAT4163-Stationary-Punch Big---Nos	2	2
6			
7			
8			
9			
10			
Remarks	Towards site office purpose		
Engineer	Project Manager		
Prepared By	K Praveen	Purchase	MID
Approved By	T Madhu	APPROVED 09 NOV 2022 MINISH PARIKH MANAGER PROCUREMENT	
Sign & Date	08 11 2022		

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Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G Road, Secunderabad - 500003

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

1 of 1: 09-11-2022

Customer Details

GV Research center Pvt Ltd

Sy No. 542, Genome vallaey, Thurkapally, Hyderabad

DC No	22858
DC Date	09-11-2022
PO No.	93740
PO Date	08-11-2022
Req ID	81306
Req Date	08-11-2022
Loc Req No	206423

GSTIN : 36AAHCG4562D1ZP

Description of Goods

		HSN/SAC	Qty
1	273300 - STAT-Stationary - pen-black color-Cello Fine grip - - - Nos	960899	40
2	730400 - STAT-Stationary - Pen-Blue color-Cello Fine grip - - - Nos	960899	40
3	908700 - STAT-Stationary - Stapler-SMALL-- - - - Nos	84729010	3
4	788300 - STAT-Stationary - Stapler Pins-10-- - - - Boxes	84729010	2
5	416300 - STAT-Stationary - Punch Big-- - - - Nos	84624910	2



for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 6448	Dt: 10/11/22
MRN No: 3663	Dt: 11/11/22
Received By: D. Raju	Sign: D. Raju
Genome Valley Research Center Pvt. Ltd.	

Authorized signatory