

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 17/11/22		Prepared by: C. M. V. K.		Serial no.	
Supplier name: EMANO ENTERPRISES				HO inward no.	
Firm/Company: C.V. Research		Project: Centers RT 10		HO received date	
PO/WO date: 29/10/22		PO/WO No. 93337		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	260	8/11/22	1510	☐ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A - Bills total (Excluding Transport & Humali Charges):					
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN no.:	113920	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:					
Amount E - PO / WO value:				1510 / -	
Amount F - Difference (A - E):				1510 / -	
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:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	C. M. V. K.				
Sign:					
Date	17/11/22				
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, Every bills, test reports, etc. 4. In Amount A, exclude transport, Humali 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

Date : 08-11-2022
Invoice No: EE/22-23/260

Rupees in Words : Fifteen hundred and ten rupees only.



Plot No.179, H NO:29-1384/2/4/1, Road No.7, Deendayal Nagar, Neredmet, Malkajgiri, Hyd-56.
Email id's : emandienterprises@gmail.com, rahinidigitals@gmail.com, Cell : 9000753753.

[Handwritten signature]

Purchase Order

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93337

18.10.22 2:23:37

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

Emandi Enterprises
Plot no. 179, H.no. 29-1384/2/4/1, road no.7, Deendayal nagae
Neeredmat, Mallkajgiri

GSTIN 36BBJPR6606L1Z4

9000753753

Doc No	93337	167299
Doc Date	29-10-2022	
Quote No		
Quote Date	29-10-2022	
SupplyType	Supply	

Kind Attn : Mr.Hari

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 679200 - PROM-Promotions - Foam Board-- - A4-5mm - Nos A4 foam board	8.00	160.00	0.00	18.00	1,510.40
Total Order Value . . .					1,510.40
Rupees : One Thousand Five Hundred Ten and Paise Fourty Only.					

Terms and Conditions :-

Specification / Brand	A4 foam board
Payment Terms	After delivery & production of bill
Tax	Inclusive of all taxes
Delivery Date	29-10-2022
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penalty For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.
Completion Date	29-10-2022
Measurment	Nil
Security	Nil
Remarks	Nil

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Emandi Enterprises**