PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	02/01/2023	Prepared by	HINISH	Serial no.	**12480**
Supplier name	Sri Sai Vishal Enterprises.			HO inward no.	
Firm/Company	GVDC	Project	Genopolis	HO received date	
PO/WO date	26/10/2022	PO/WO No.	93224	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	082	19/11/2022	19,000/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	19,000/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: Delivery report Attached.	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:	19,000/-
Amount E – PO / WO value:	19,000/-
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	09/01/2023
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:					
Date		02 JAN 2023			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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 ✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.
Office : Street No. 17, Tarnaka, Secunderabad.
GSTIN : 36ACZPL1512H1ZF
(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Giv Discovery Center Pvt Ltd Thumkunta / Thurbpally

Party GSTIN 36AAHCG4960K1ZC

Inv. No. 082 Date : 19.11.22
D.C. No. 187 Date :
P. O. 93224 Date :
Payment
State : **TELANGANA** Code : **36**

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	**20 mm Metal**					
2.	**Baby Chips**					
3.	**Stone Dust**					
4.	**Sand**					
5.	**Red Mutti**					
6.	**Granite**					
7.	**40mm Hand Metal**					
8.	**Crusher Sand**					
9.	**12mm Metal**					
10.	**Flyash Bricks**					
	4X8X16					
	6X8X12					
	✓ **6X8X16** →		500	38	Nos	19000-00
	8X8X12					
	8X8X16					

SUMMIT SALES LLP
IN WARD
No: 101807
Date: 24/11/22
Sign:
R.R. DIST.

Rupees in words Nineteen Thousand only

TOTAL		19000-00
SGST @	%	–
CGST @	%	–
GRAND TOTAL		19000-00

Name : SRI SAI VISHAL ENTERPRISES
Bank Name : HDFC BANK
Account No. : 50200042541343
IFSC Code : HDFC0000368 **Branch : Nacharam**

E. & O.E.

For **SRI SAI VISHAL ENTERPRISES**

Purchase Order

 26-10-2022 12:19:01

93224
18.10.22 2:23:36

From Company : **G V Discovery Center Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-50(
G S T No. : 36AAHCG4940K1ZC

Supplier Details			
Sri Sai Vishal Enterprises	**Doc No**	93224	196258
12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri, Tellangana-500017.	**Doc Date**	26-10-2022	
	Quote No	Ni	
GSTIN 36ACZPL1512H1ZF	**Quote Date**	25-10-2022	
9391029193 9391029193	**SupplyType**	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	869600 - BUIL-Building Material - Solid Block-- - 150mmX200mmX400mm - Nos	500.00	38.00	0.00	0.00	19,000.00
					Total Order Value . . .	**19,000.00**

Rupees : Ninteen Thousand Only.

Terms and Conditions :-

Specification /	Items shall be of 25kgs approx.Strength minimum 30kgs/cm2, QC report a must!
Payment Terms	Within 30 days of delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	As per request of Project Manager
Delivery Location	119, 191 Synergy Square 1 - Phone. -
Penality For Delay	Bills must be submitted to H.O. within 30days of supply of material. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for chemical block for brick 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 invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

For ***G V Discovery Center Pvt Ltd***

Authorised Signatory

Name : 27/10/22

Accepted the above Terms And Conditions

For ***Sri Sai Vishal Enterprises***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	GV DISCOVERY CENTER PVT LMD	Date:	25-10-2022			
Site & Phase :	Genopolis	Time:	10:55			
Unit No./Block No.						
Supplier:		Req. No.	196258			
Material required before date:	urgent	ID No.	80848			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	BUIL8696-Building Material-Solid Block---150MMX200MMX400MM-Nos PO-93224.	500	0	500		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	chemical block for brick purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	p.niharika					
Approved By:	subbareddy					
Sign & Date:	25/10/2022					

APPROVED
27 OCT 2022
MINISH PARIKH
MANAGER PROCUREMENT

Internal memo no. 903/35/A

Annexure -D

Cement Blocks – Weekly Delivery Report

Company/ firm:	GVDC	Requisition nos.:	196258	Total PO quantity:	500
Project:	Genopolis	PO No.	93224	Quantity delivered in earlier period:	-
Block/Flat/ Villa no.:	Chemical block	Total material delivered	YES	Quantity delivered during week:	Yes
Supplier:	Sri sai vishal enterprises	Close PO:	YES	Balance quantity to be delivered:	-
Sign of security		Sign of Admin		Sign of Project manager	
Date	19-10-2022	Date		Date	31/10/2022

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN no.
4.	19-10-22	02:00	6x8x16	500	181	1758	113182
5.							
6.							
7.							
8.							
	Total:			500			

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.							
2.							
3.							
4.							
5.							
	Total:						

Remarks: