PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/01/2023	Prepared by	MINISH.	Serial no.	13308
Supplier name	Sun Agency.			HO inward no.	
Firm/Company	GVRC	Project	Eunofoli's.	HO received date	
PO/WO date	07/01/2023	PO/WO No.	95887	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	518.	09/01/2023	61,360/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		61,360/-	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	116052.	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:			61,360/-
Amount E – PO / WO value:			61,360/-
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	23/01/2023 -		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		18 JAN 2023			
Date		MINISH PARIKH			
Approval limit	Upto 20k	MANAGER PROCUREMENT 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.

Cell : 9912769501
9394753918

TAX INVOICE

SUN AGENCY

SA

Authorised Wholesale Stockist : Dr. Fixit, Roff, Mykarment Consturction Chemicals

A Division of Pidilite Industries Ltd. (FEVICOL)

H.No. 21-91, Shop No. 2, Street No. 10, Uttam Nagar, Malkajgiri,
Hyderabad - 500047. E-mail : sunagencyhyd@gmail.com, sunagencyhyd@yahoo.co.in

To, M/s. GST No. 36AAHCG4562D1ZP

GV Research Centers Pvt Ltd
Secunderabad   Dcl: TURKAPALLY

No. 518

Date 9/1/23

SL No.	Description	HSN Code	Packing Kg/Lt.	Qty.	Rate	Amount
1	Rocket vetrodix Tikadhesive P	3824 5090	20kg	80	650.00	52000.00
	P.O.NO 95887/206638 7/1/23 36AAHCG4562 D1ZP				9% SGST:	4680.00
					9% CGST:	4680.00
					IGST :	
	(Rupees ......)				TOTAL	61360.00

INWARD
Inward No: 11008 Dt: 9/01/23
MRN No: 116054 Dt: 10/01/23
Received By: Sign:
Genome Valley Research Center Pvt. Ltd

SUMMIT SALES LLP
IN WARD
No: 10469
Date: 13/1/23
Sign:
R.R. DIST.

GST NO. : 36AQCPM3317J1ZW

1. Goods once sold will not be taken back
2. Payment should be made as per the terms, otherwise interest@24% per annum will be charged
3. Subject to Hyderabad Jurisdiction

For SUN AGENCY

Bank Details :
ICICI Bank
Secunderabad Branch
A.C. No. : 004805011715
IFSC Code : ICIC0000048

AP13Y 3503

798195
1035

K.Phani

Authorised Signatory

Purchase Order

 07-01-2023 16:54:41

95887
27.12.22 3:37:04

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			
Sun Agency	**Doc No**	95887	206638
Shop no.2, H.no-21-91, Street no 10, Uttam Nagar, Malkajgiri, Secunderabad-500047	**Doc Date**	07-01-2023	
	Quote No	nil	
GSTIN 36AQCPM3317J1ZW	**Quote Date**	05-01-2023	
9394753918 9391787057	**SupplyType**	Supply	

Kind Attn : D.J.Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	660200 - CHEM-Chemical - Tiles Adhesive--Roff - 25Kgs - Bag	80.00	650.00	0.00	18.00	61,360.00
					Total Order Value . . .	**61,360.00**

Rupees : Sixty One Thousand Three Hundred Sixty 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 4545 lobby wall cladding 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 MDs APPROVAL
- [ ] High Value/quantity beyond limits.
- [x] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarification
- [ ] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
09 JAN 2023
SOHAM MODI
MANAGING DIRECTOR

For *G V Reserch Centers Pvt Ltd*
Authorised Signatory
Name : 09/01/2023

Accepted the above Terms And Conditions
For *Sun Agency*
Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	GVRC	Date:	05.01.2023			
Site & Phase :	Innopolis	Time:	11:30			
Unit No./Block No.						
Supplier:		Req. No.	206638			
Material required before date:	06.01.2023	ID No.	83206			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CHEM5170-Chemical-Tiles Adhesive---25Kgs-Bags	80		80		
2	PO:- 95887					
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	Towards 4545 lobby wall cladding purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Md.Salman					
Approved By:	T.Madhu					
Sign & Date:	05.01.2023					

APPROVED
09 JAN 2023
MINISH PARIKH
MANAGER PROCUREMENT