(2)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	09/03/23	Prepared by	Minish	Serial no.	15620
Supplier name	Sun Agency			HO inward no.	
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	25/02/23	PO/WO No.	97572, 97573, 97571	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	585	25/02/23	72,030	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	69,030
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	117875, 117876, 117877	Proof of delivery matches MRN	☑ Yes □ No

Amount B –Other Credits : Transportation charges	3,000
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	72,030
Amount E – PO / WO value:	69,030
Amount F – Difference (A – E):	3,000/-
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	13/03/23
Remarks:	final Bill

Note:- Made Single Bill for 3 PO's As Mentioned Above 09/03/23.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			
Sign:		09 MAR 2023			
Date		MINISH PARIKH MANAGER PROCUREMENT			
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.

TAX INVOICE

SUN AGENCY

Cell : 9912769501
9394753918

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
G.V. Research centers pvt Ltd
M.G. Road, Secunderabad.

No. 585

Date 25/2/23

SL No.	Description	HSN Code	Packing Kg/Lt.	Qty.	Rate	Amount
1	Roff Tile Adhesive	3824 5090	20kgs	90Nos	650/-	5850
	DOC NO:- 97571/212592 — 117875 MRN 97572/212594 — 117876 MRN 97573/212593 — 117877 MRN					
					9% SGST:	5265
					9% CGST:	5265
					IGST :	
	(Rupees ....)				TOTAL	69,030.
					Auto	3000.
						72,030.

INWARD
Inward No: 11332 Dt: 25/2/23
MRN No: 117875 Dt:
Received By: D. Rajini Sign: D. Rajini
Genome Valley Research Center Pvt. Ltd.

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

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

SUMMIT SALES LLP R.R. DIST.
IN WARD No. 106803
Date: 8/2/23
Sign:

For **SUN AGENCY**

Authorised Signatory

Purchase Order

 25-02-2023 14:03:28

97573
16.02.23 5:15:17

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**	97573	212593
Shop no.2, H.no-21-91, Street no 10, Uttam Nagar, Malkajgiri, Secunderabad-500047	**Doc Date**	25-02-2023	
	Quote No	NIL	
GSTIN 36AQCPM3317J1ZW	**Quote Date**	25-02-2023	
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	30.00	650.00	0.00	18.00	23,010.00
					Total Order Value . . .	**23,010.00**

Rupees : Twenty Three Thousand Ten 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 BLOCK 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 *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Name : 27/02/2023

Accepted the above Terms And Conditions

For *Sun Agency*

Name :

Date : _/_/__

Requisition Form

Company Name:	GVRC	Date:	25.2.2023			
Site & Phase :	Innopolis	Time:	10:30			
Unit No./Block No.						
Supplier:		Req. No.	212593			
Material required before date:	Urgent	ID No.	84657			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CHEM5170-Chemical-Tiles Adhesive---25Kgs-Bags	30	0	30		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	Towards 4545 block purpose					
	Engineer	Project Manager				MD
Prepared By:	Salman .Md					
Approved By:	MR.Madhu					
Sign & Date:	25.02.2023	Salman				

PO 97573.

APPROVED
27 FEB 2023
MINISH PARIKH
MANAGER PROCUREMENT

Purchase Order

Page(s) 1 Of 1 25-02-2023 14:03:28

97572
16.02.23 5:15:17

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			
Sun Agency	**Doc No**	97572	212594
Shop no.2, H.no-21-91, Street no 10, Uttam Nagar, Malkajgiri, Secunderabad-500047	**Doc Date**	25-02-2023	
	Quote No	NIL	
GSTIN 36AQCPM3317J1ZW	**Quote Date**	25-02-2023	
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	30.00	650.00	0.00	18.00	23,010.00
					Total Order Value . . .	**23,010.00**

Rupees : Twenty Three Thousand Ten 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 BLOCK 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 *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Name : 27/02/2023

Accepted the above Terms And Conditions

For *Sun Agency*

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	GVRC	Date:	25/2/23			
Site & Phase :	Innopolis	Time:				
Unit No./Block No.						
Supplier:		Req. No.	212594			
Material required before date:	Urgent	ID No.	84653			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CHEM5170-Chemical-Tiles Adhesive---25Kgs-Bags	30	0	30		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	Towards 4545 block purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Salman .Md					
Approved By:	MR.Madhu					
Sign & Date:	25.02.2023					

PO: 97572.

APPROVED
27 FEB 2023
MINISH PARIKH
MANAGER PROCUREMENT

Purchase Order

 25-02-2023 14:03:28

97571
16.02.23 5:15:17

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500(
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Sun Agency	**Doc No**	97571	212592
Shop no.2, H.no-21-91, Street no 10, Uttam Nagar, Malkajgiri, Secunderabad-500047	**Doc Date**	25-02-2023	
	Quote No	NIL	
GSTIN 36AQCPM3317J1ZW	**Quote Date**	25-02-2023	
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	30.00	650.00	0.00	18.00	23,010.00
					Total Order Value . . .	**23,010.00**

Rupees : Twenty Three Thousand Ten 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 BLOCK 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 ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Name : 27/02/2023

Accepted the above Terms And Conditions

For ***Sun Agency***

Name : ______

Date : __/__/____

Requisition Form					
Company Name:	GVRC	Date:	25.2.2023		
Site & Phase :	Innopolis	Time:	10:30		
Unit No./Block No.					
Supplier:		Req. No.	212592		
Material required before date:	Urgent	ID No.	84655.		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No
1	CHEM5170-Chemical-Tiles Adhesive---25Kgs-Bags PO694571	30	0	30	
2					
3					
4					
5					
6					
7					
8					
9					
10					
Remarks:	Towards 4545 block purpose				
	Engineer	Project Manager		Purchase	
Prepared By:	Salman .Md	Salman.md			
Approved By:	MR.Madhu				
Sign & Date:	25.02.2023				

APPROVED
27 FEB 2023
MINISH PARIKH
MANAGER PROCUREMENT