PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	28.03.23	Prepared by	V. RAVI	Serial no.	16029
Supplier name	Parshva Global			HO inward no.	
Firm/Company	G.V.R.C	Project	Innopolis	HO received date	
PO/WO date	08.08.22	PO/WO No.	90788	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	340	17.10.22	10,939-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	10,939-00
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:		Proof of delivery matches MRN	□ Yes □ No

Amount B –Other Credits : Transportation charges	767-00
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	11,706-00
Amount E – PO / WO value:	10,939-00
Amount F – Difference (A – E):	767-00
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	100 % Advance paid.

Remarks: final bill & close this P.O (for courier charges extra)

Note: original bill missing, so through certified true copy we are processed.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		28.03.23			
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.

INWARD 9919 28/3/23 ... PROPERTIES PVT. LTD. SEC'BAD

Form for closure of purchase order

PO no.: 90788		PO date: 8/8/22		Req. no.: 206152		Advice Scan ID	
Barcoded PO available	✓ Y/□ N	Invoice original available	□Y/□N ✓Copy available			POD available	□Y/□ N

Data required from site/engineers:

MRN nos. related to PO	

□ Part material received.	✓ Full material received.	□ Material not received.

□ Close PO – Balance material will be re-ordered by new requisition.

□ Cancel PO. Material not required.	□ Cancel PO. Material will be re-ordered by new requisition
□ Keep PO open. Material required.	□ Keep PO open. Work under progress.

Remarks by engineer:

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide scanned copy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be scanned and sent to Ravi.

Prepared by: S. Nagamani	Sign: Nagamani	Date: 23/01/23

Data required from accounts:

□	Checked with E&D for receipt of bills.

✓ Bills not received against this PO.	□ Part bill received against this PO.	□ All bills received against this PO.
✓ Advance paid against this PO	Amount paid: 11,706/-	Date of payment: 09/12/2022

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				

Remarks by Accountants:

Prepared by: Mahesh.	Sign: E. Magesh	Date: 27/03/2023

Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.

Prepared by:	Sign:	Date:

Remarks by Ravi + details of bills to be approved:

Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.	340	17.10.22	11,706-00	
2.			/	
3.				

Remarks: Need MD's Approval for enclosed certified True copy.

Prepared by: Ravi	Sign:	Date: 27.03.23

Advice by MD - action to be taken.

✓ Get certified bill from supplier (not original).	□ Prepare bill in SSLLP for material supplied.

✓	Thereafter, prepare advice for credit to supplier and send to Soham for processing.		
✓	Close PO	□	Keep PO open. Material awaited
□	Accounts to be reconciled with supplier. Get supplier's ledger.		

Remarks:

Approved by: Soham	Sign:	Date:

APPROVED BY
28 MAR 2023
MANAGING DIRECTOR

 08-08-2022 3:16:42 PM

Purchase Order

90788
29.07.22 12:09:35

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			
Parshva Global	**Doc No**	90788	206157
I-569, Sector-I, M.I.G. Colony, R.S.S. Nagar, Behind M.I.G. Police Station Indore, Madhyapradesh - 452011.	**Doc Date**	08-08-2022	
	Quote No	nil	
GSTIN 23AKWPK2361C1ZA	**Quote Date**	04-08-2022	
0731-2970620 8989567878	**SupplyType**	Supply	

Kind Attn : Mr. Manish Kataria

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	270600 - ELEC-Electrical - Guard Alert Siren--DMS-WS+Grey Siren - 220V - Nos	3.00	3,090.00	0.00	18.00	10,938.60
					Total Order Value . . .	**10,938.60**

Rupees : Ten Thousand Nine Hundred Thirty Eight and Paise Sixty Only.

Terms and Conditions :-

Specification /	Microcontroller based automatically switchin on and off of siren, for howling/warbling sound. LED indication. Voltage - 220-270 V AC. ABS encloser, 220V AC single phase 50Hz.
Payment Terms	100% advance through RTGS.
Tax	All taxes included in above price.
Delivery Date	8 days from the date of purchase order.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	Nil
Transportation	Extra at actual.
Warranty	Six months.
Advance Paid	Rs. 10938/- to be pay through RTGS.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for site use 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 delivery/DC can be sent by email.'

768/- courier charges to pay.

Praveen

Clear

For *G V Reserch Centers Pvt Ltd*
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For *Parshva Global*

Name : ____________

Date : __/__/____

DUPLICATE FOR SUPPLIER/TRANSPORTER

TAX INVOICE

Parshva Global

I-569, Sector-I, M.I.G. Colony, Indore, Madhya Pradesh 452011, INDIA
GSTIN : 23AKWPK2361C1ZA
Tel. : 8989567878 email : parshvaglobal@gmail.com
FSSAI Lic. No. : 21418850001569

Invoice No.	: 340	Transport	: Shree Mahavir Courier
Dated	: 17-10-2022 (11.23 AM)	Vehicle No.	:
Place of Supply	: Telangana (36)	Station	: SECUNDERABAD
Reverse Charge	: N	E-Way Bill No.	:
GR/RR No.	:	Incoterms	:

Billed to :
G V Reserch Centers Pvt Ltd
5-4-187/3, Soham mansion, MG Road
MG Road, Secunderabad, Telangana, 500003

Party Mobile No : 7095957395
GSTIN / UIN : 36AAHCG4562D1ZP

Shipped to :
G V Reserch Centers Pvt Ltd
5-4-187/3, Soham mansion, MG Road
MG Road, Secunderabad, Telangana, 500003

Party Mobile No : 7095957395
GSTIN / UIN : 36AAHCG4562D1ZP

PO# 90788

S.N.	Description of Goods	HSN/SAC Code	Qty.	Unit	Price	Amount(`)
1.	Guard Alert Siren *DMS-WS & Grey Siren*	8531	3	Nos	3,090.00	9,270.00
						9,270.00
	Add : Courier Charges					650.00
	Add : IGST		@		*18.00 %*	1,785.60
	Add : Rounded Off (+)					0.40
	Grand Total		**3**	**Nos**		**11,706.00**

Tax Rate	Taxable Amt.	IGST Amt.	Total Tax
18%	9,920.00	1,785.60	1,785.60

TAX INVOICE
RupeesEleven Thousand Seven Hundred Six Only

IMPORTANT

Range of Siren mentioned is in diameter, at 0 dB ambient noise level, and in still air. We can not guarantee for the range of siren. As its a location-specific factor. Please use suitable starters/contactor for siren motor protection.

Bank Details : Kotak Mahindra Bank A/c No 0812385623 IFSC: KKBK0005937 UPI pglobal@kotak

Terms & Conditions
E.& O.E.
1. Goods once sold will not be taken back in any case.
2. Interest @ 24% p.a. will be charged if the payment is not made within the stipulated time.
3. Subject to 'Indore' Jurisdiction only.
4. Rs. 250/- would be charged for cheque bounce charges.

Receiver's Signature :

For Parshva Global

Digitally signed by MANISH KATARIA

Authorised Signatory

"TRUE COPY"