

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/4/23	Prepared by	V. RAVI	Serial no.	16400
Supplier name	RDC Concrete India Pvt Ltd.			HO inward no.	
Firm/Company	G.V.R.C	Project	Innopolis	HO received date	
PO/WO date	19.09.22	PO/WO No.	20220919005	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	2 HY 22 ARS 4527	25/9/22	34,999.93	☒ Yes ☐ No
2.	2 HY 22 ARS 4666	01/10/22	34,999.93	☒ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	69,999.86
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	—
Amount C – Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	69,999.86
Amount E – PO / WO value:	299,999.66
Amount F – Difference (A – E):	229,999.80
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	26/4/23.
Remarks: find bill & close this po.	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:					
Date		25/4/23			
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.



Form for closure of purchase order

PO no.: 20220917005	PO date: 01/10/22	Req. no.: 10220917005	Advice Scan ID
Barcoded PO available ☒ Y ☒ N	Invoice original available ☐ Y ☒ N	Copy available ☒ Y ☒ N	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: close po.			
Notes: 1. Provide details of material received by way of separate attachment. 2. Provide scanned copy of DCA/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: S. Nagamani	Date: 14/04/23.	
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:	
		Date of payment:	
Details of part bill received:			
Sl. No.	Bill no.	Bill date	Bill amount
1.			
2.			
3.			
Remarks by Accountants: Bills not received against this PO			
Prepared by: J. Haiputya	Sign: J. Haiputya	Date: 21/04/23	
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
1.	2 HY22 ARS 4527	27/09/22	34,999.93
2.	2 HY22 ARS 4666	01/10/22	34,999.93
3.			
Remarks: Need Approval for enclosed certified true copies.			
Prepared by: Ravi	Sign: Ravi	Date: 21/4/23	
Advice by MD - action to be taken.			
☒ Get certified bill from supplier (not original).		☐ Prepare bill in SSLP 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
25 APR 2023
SOHAM MODI
MANAGING DIRECTOR

Internal memo no. 903/35/A
Annexure - B
RMC pour report

Company/ firm:	GV Research Centers Pvt Ltd	Block No.		Attrium column - 4 purpose
Project:	Imnopols	Flat / Villa no.		
Supplier:	RDC concrete	Slab no.		
Requisition nos:	20220919005	A. Estimated quantity:	60M3	
PO nos:	20220919005	B. Requisition quantity:	60M3	
Sign of Security	Sign of Admin	C. Actual quantity poured	14M3	
	Sign of Project Manger	D. Difference (C-A)	46M3	

Details of RMC pour

Sl. No	Date	Time of dispatch h from RMC plant	Time of receipt at site	Time of pour	Quantity poured	Dc No. / Batch no.	Specified wt @2400 kgs/m3	Measured weight (kgs)	Short fall in weight in kgs	Deduction for shortfall in Rs	7 day cube test strength in kN/m2	28 days cube test strength in kN/m2
1	01.10.2022	15:27	16:30	17:00	07	S4666	16800	16850				
2	27.10.2022	12:43	13:30	14:00	07	S4527	16800	16860				
3												
Total:					14m3		33600	33710				
Remarks	As per purchase order 60M3 but consumed 14M3 only											

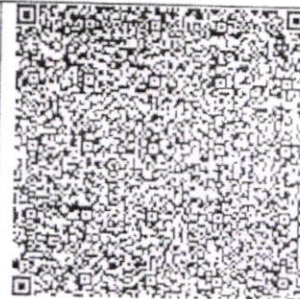
Note: 1. Report to be sent on a daily basis to project manager/contractor/owner and copy to be submitted to project manager/owner. 2. Report must be prepared during pour and not later. 3. Report must be sent within 1 hour working day. 4. Multiple report can be sent for one PO. 5. Weight all vehicles. 6. 6 cubic meters vehicle should have a net weight of 14,110 kgs @ 2,400 kgs/m3. If the shortfall is more than 50 kgs per batch, preference to client supplier shortfall. 7. Take to calculate shortfall. 8. Maintain original report + weightmen slips + pour reports + test reports + photographs at site.

or
✓
21/10/22

Established in 1993
RDC Concrete
RDC Concrete (India) Private Limited



TAX INVOICE
RDC CONCRETE (INDIA) PRIVATE LIMITED
Survey No.518,Plot No.15,Kistapur Village,Dist-Medchal District
TG,PIN -501401



Phone : GSTIN : 36AAACU0108Q2Z8 Email-Id : customercare@rdcconcrete.com

PAN : AAACU0108Q

CIN : U74999MH1993PTC172842 TAN : PNER28625C

Bill To Party

Party Name : GV RESEARCH CENTERS PRIVATE LIMITED
Address : 5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad
GSTIN : 36AAHCG4562D1ZP
PAN : AAHCG4562D
Invoice Number : 2HY22ARS4527
Invoice Date : 27-09-2022
State : Telangana
State Code : 36
DC No : 2HY22ARS4527
DC Date : 27-09-2022 12:43:20
Sales Order : 201222600825

Ship To Party

Party Name : GV RESEARCH CENTERS PRIVATE LIMITED
Address : Innopolis, Sy.No. 542, Genome Valley Turkapally
GSTIN : 36AAHCG4562D1ZP
PAN : AAHCG4562D
Terms of Payment : 30 Days
Transport Mode : By Road LUT No: 36
State : Telangana
Vehicle No : TS08UF8100
Place of Supply : Hyderabad
Date of Supply : 27-09-2022
PO No : 20220919005
IRN : d959562882defc1b8741fee978501265a3a17f7f14871a0
Ackno.Number : 112214117154228
Ackno. Date : 2022-09-27 12:44:00

Whether tax is payable on reverse charge basis: No

Sl. No	Description of Goods	HSN Code	UOM	Qty	Unit Price	Basic Amount	CGST %	CGST Amount	SGST %	SGST Amount	IGST %	IGST Amount	Gross Amount
1	M30	38245010	CUM	7	4237.28	29660.96	9	2669.49	9	2669.49		0	34999.93

TCS % : TCS Amount : KFC% KFC Amount : 0.00 Grand Total 34999.93

Net Value in Rupees : Rupees Thirty Four Thousand Nine Hundred Ninety Nine and paise Ninety Three

Note: 1M3=2400Kgs +/-5%

Cementitious Type	Max. Agg Size	Admixture type	Slump	Min. Cementitious Content
OPC	20mm	PCEA	Slump : 120 +/- 25 mm	

Batch No: HY2/2022/34310

Order Quantity (Cubic Meter)	Quantity with this load (Cubic Meter)	Cumulative Quantity (Cubic Meter)
60	7	7

Pouring Location / Structure :

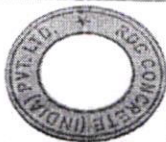
Whether this concrete is pumped by RDC concrete: Yes/No Time of arrival on site:

Time discharged completed: Time released from site: Water added at site: Admixture added at site:

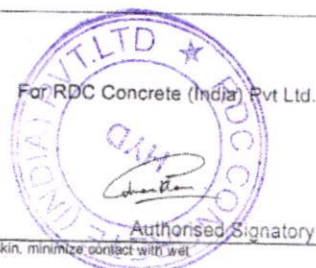
Remarks:

Please Note: This concrete delivery is subject to the terms and a condition of sales shown in our quotation. The time is allowed for unloading this delivery is 15 minutes. We reserve the right to charge for any detention beyond this time as per our quotation. Any unauthorized addition of water and/or any other material to concrete shall absolve us from any liability whatsoever. Any deficiency in method of placing, consolidating, finishing and curing of concrete accepted at site may affect the quality of supply. In no event shall we be liable for direct, indirect, incidental or consequential damage arising out of use of this product even if advised of possibility of such damage. In no case shall our liability exceed the purchase price of this product. 24% interest per annum will be charged from the date of invoice to the amount remaining partly or wholly unpaid after due date. This document also constitutes as a Delivery Challan.

1. I hereby confirm that:
1. We have accepted delivery of concrete as per the details mentioned above. 2. We have authorized addition of any water and/or admixture as mentioned above.



Signature



Certified that the particulars given above are true and correct and amount indicated represents the price charged and that there is no flow of additional consideration directly or indirectly from the buyer

Caution: Cement and concrete contain lime and other chemicals which can cause irritation, dermatitis and burning. To avoid harm to skin, minimize contact with wet concrete and wear suitable protective clothing. Whenever contact occur (whether directly or through saturated clothing) wash thoroughly.

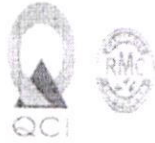
Receiver Signature & Seal

"TRUE COPY"

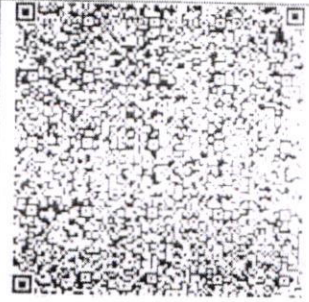
INWARD	
Inward No:	Dt: 27/9/22
MRN No:	Dt:
Received By:	Sign:
D. Pillay	D. Pillay

8884143372

RDC Concrete
RDC Concrete (India) Private Limited



TAX INVOICE
RDC CONCRETE (INDIA) PRIVATE LIMITED
Survey No 518 Plot No 15 Kistapur Village Dist Medchal District
IG PIN - 501401



Phone : Email-Id : customercare@rdcconcrete.com
GSTIN : 36AAACU0108Q2Z8 PAN : AAACU0108Q CIN : U74999MH1993PTC172842 TAN : PNER28625C

Bill To Party

Party Name : GV RESEARCH CENTERS PRIVATE LIMITED
Address : 5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad
Hyderabad, Telangana 500003
GSTIN : 36AAHCG4562D1ZP
PAN : AAHCG4562D
Invoice Number : 2HY22ARS4666
Invoice Date : 01-10-2022
State : Telangana
State Code : 36
DC No : 2HY22ARS4666
DC Date : 01-10-2022 15:27:41
Sales Order : 201222600625

Ship To Party

Party Name : GV RESEARCH CENTERS PRIVATE LIMITED
Address : Innopolis, Sy.No. 542, Genome Valley
Turkapally
Hyderabad Telangana 500078
GSTIN : 36AAHCG4562D1ZP
PAN : AAHCG4562D
Terms of Payment : 30 Days
Transport Mode : By Road LUT No
State : Telangana Code : 36
Vehicle No : TS08UJ0164
Place of Supply : Hyderabad
Date of Supply : 01-10-2022
PO No : 20220919005
IRN : 4335d2e1d7cae9bf8aaaa486d2baaf32fbd1cea5473a0-
ca63bf2516fc7ef55e
Ackno Number : 112214164049531
Ackno Date : 2022-10-01 15:30:00

Whether tax is payable on reverse charge basis: No

Sl. No	Description of Goods	HSN Code	UOM	Qty	Unit Price	Basic Amount	CGST %	CGST Amount	SGST %	SGST Amount	IGST %	IGST Amount	Gross Amount
1	M30	38245010	CUM	7	4237.28	29660.96	9	2669.49	9	2669.49		0	34999.93
TCS % :		TCS Amount :		KFC % :		KFC Amount : 0.00		Grand Total		34999.93			

Net Value in Rupees : Rupees Thirty Four Thousand Nine Hundred Ninety Nine and paise Ninety Three

Note: 1M3=2400Kgs +/-5%

Cementitious Type	Max. Agg. Size	Admixture type	Slump	Min. Cementitious Content
OPC	20mm	PCEA	Slump 120 +/- 25 mm	
Batch No: HY2/2022/34449				
Order Quantity (Cubic Meter)		Quantity with this load (Cubic Meter)	Cumulative Quantity (Cubic Meter)	
60		7	14	
Pouring Location / Structure				
Whether this concrete is pumped by RDC concrete: Yes/No		Time of arrival on site:		
Time discharged completed	Time released from site:	Water added at site:	Admixture added at site:	

Remarks

Please Note: This concrete delivery is subject to the terms and a condition of sales shown in our quotation. The time is allowed for updating the delivery is 15 minute. We reserve the right to charge for any delay beyond this time as per quotation. Any unauthorized addition of water and/or any other material to concrete shall absolve us from any liability whatsoever. Any deficiency in methods of placing, compacting, finishing and curing of concrete adopted at site may affect the concrete in the finished work, for which we shall not be held liable and responsible. Any disputes that arise on quantity and quality except coming to weight of concrete supplied in this load shall be reported to us in writing within 24 hours from the date of supply. In no event shall we be liable for direct, indirect, incidental or consequential damage arising out of use of this product, even if advised of possibility of such damage. In no case shall our liability exceed the purchase price of the supplied concrete. In case of any discrepancies in the invoice please inform us within 3 working days from the date of invoice, otherwise it will be assumed that the invoice is correct and accepted. 24% interest per annum will be charged from the date of invoice on the amount remaining partly or wholly unpaid after due date.

This document also constitutes as a Delivery Chalan.

I hereby confirm that:

1. I/We have accepted delivery of concrete as per the details mentioned above, 2. I/We have authorized addition of any water and for admixture as mentioned above



Signature



For RDC Concrete (India) Pvt Ltd



Certified that the particulars given above are true and correct and amount indicated represents the price charged and that there is no flow of additional consideration directly or indirectly from the buyer

Caution: Cement and concrete contain lime and other chemicals which can cause irritation, dermatitis and burning. To avoid harm to skin, minimize contact with wet concrete and wear suitable protective clothing. Whenever contact occur (whether directly or through saturated clothing) wash thoroughly.

Receiver Signature & Seal

"TRUE COPY"

INWARD	
Inward No:	Dt: 1/10/22
MRN No:	Dt:
Received By:	Sign:
<i>D. Raju</i>	