PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	28/06/23	Prepared by	V.RAVI	Serial no.	18657
Supplier name	Premier Engineering Corporation.			HO inward no.	
Firm/Company	G.V.R.C	Project	Innopolis	HO received date	
PO/WO date	08/03/22.	PO/WO No.	Innopolis.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	SAL/22-23/1040	08/04/22	4104-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4104-00
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 105924 — 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:	4104-00
Amount E – PO / WO value:	3693.21
Amount F – Difference (A – E):	410.79
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	30/06/23.
Remarks: find bill.	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V.RAVI			
Sign:		[signature]			
Date		28/06/23			
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.:	86213	PO date:	8/3/2022	Req. no.:	164677	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	~~89~~ 105924

□ 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 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: Shivani	Sign:	Date: 20/6/23

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	Cr. given to supplier
1.				
2.				
3.				

Remarks by Accountants: Bills not received against this PO.

Prepared by: J. Haripriya	Sign: J. Haripriya	Date: 23/06/23

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	MRN no.
1.	SAL/22-23/1040	08.04.22	4104-00	105924
2.				
3.				

Remarks: Need MD's Approval for enclosed invoice.

Prepared by: Ravi	Sign:	Date: 23.06.23

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
27 JUN 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

20-06-2023 15:01:53

Original / Office Copy / Purchase Div.Copy

...ny : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36AAHCG4562D1ZP

...plier Details

...remier Engineering Corporation
183/184, R.P. Road, Secunderabad - 500 0033

GSTIN 36AAEFM1459R1ZP 27538818..
27538811 9885857395 / 93910-20196

Doc No	86213	164677
Doc Date	08-03-2022	
Quote No	NIL	
Quote Date	07-03-2022	
SupplyType	Supply	

Kind Attn : Mr. Desai.7288883664

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4696 - Electrical - wires - Copper flat wire - NA - mtrs *Copper lexible cable 2 core-1.5Sq.mm*	90.00	64.40	46.00	18.00	3,693.21
					Total Order Value . . .	**3,693.21**

Rupees : Three Thousand Six Hundred Ninty Three and Paise Twenty One Only.

Terms and Conditions :-

Specification /	All items shall be of 'Gloster' brand.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next 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 items not confirming to qlty & specs. Pymnt as per actual recipt of material. Above order forBTU Meter and pump room purpose.
...ompletion Date	Nil
...easurment	Nil
...curity	Nil
...marks	'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.'

Tax Invoice

(DUPLICATE FOR TRANSPORTER)

...R ENGINEERING CORPORATION
...5 RP ROAD,Opp Lakshmi Vilas Bank
...nderabad,TS
...TIN/UIN 36AACFP6807A1ZL
...ate Name Telangana, Code : 36
...ontact 04027538811/27538812 & 13
E-Mail : sales@pechyd.com
www.premierenggcorp.com

Consignee
GV RESEARCH CENTER PVT LTD
5-4-187/3&4,IIND FLOOR, SOHAM
MANSION,MG ROAD, SECUNDERABAD
GSTIN/UIN 36AAHCG4562D1ZP
State Name Telangana, Code : 36

Buyer (if other than consignee)
GV RESEARCH CENTER PVT LTD
5-4-187/3&4,IIND FLOOR, SOHAM
MANSION,MG ROAD, SECUNDERABAD
GSTIN/UIN : 36AAHCG4562D1ZP
State Name : Telangana, Code : 36

Invoice No **SAL/22-23/0040**	Dated **8-Apr-2022**
Delivery Note	Mode/Terms of Payment
Supplier's Ref	Other Reference(s)
Buyer's Order No **86213/164677**	Dated **8-Mar-2022**
Despatch Document No	Delivery Note Date
Despatched through	Destination
Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc %	Amount
1	**GLOSTER 2CX1.5SQMM CYY MULT/FLEX/PVC BLACK 100M**	85446020	100.0000 Meters	64.40	Meters	46 %	**3,477.60**
	Output SGST 9%						**312.98**
	Output CGST 9%			9	%		**312.98**
	ROUND OFF						**0.44**
	Total		**100.0000 Meters**				**₹ 4,104.00**

INWARD
Inward No: 8906 | Dt: 9/4/22
MRN No: 105924 | Dt: 9/4/22
Received By: | Sign:
Genome Valley Research Center Pvt. Ltd.

E. & O.E

Amount Chargeable (in words)
INR Four Thousand One Hundred Four Only

Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3,477.60	9%	312.98	9%	312.98	625.96
Total: 3,477.60		312.98		312.98	625.96

Tax Amount (in words) : **INR Six Hundred Twenty Five and Ninety Six paise Only**

Company's Bank Details
Bank Name : **HDFC**
A/c No. : **27058020000011**
Branch & IFS Code : **SECUNDERABAD & HDFC0000042**

for PREMIER ENGINEERING CORPORATION

Authorised Signatory

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.
Goods once sold will not be taken back or exchanged.

This is a Computer Generated Invoice

Tax Invoice (TRIPLICATE FOR SUPPLIER)

PREMIER ENGINEERING CORPORATION 5-2-155 RP ROAD,Opp.Lakshmi Vilas Bank, Secunderabad,TS GSTIN/UIN: 36AACFP6807A1ZL State Name : Telangana, Code : 36 Contact : 04027538811/27538812 & 13 E-Mail : sales@pechyd.com www.premierenggcorp.com	Invoice No. **SAL/22-23/0040**	Dated **8-Apr-2022**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Consignee **GV RESEARCH CENTER PVT LTD** 5-4-187/3&4,IIND FLOOR, SOHAM MANSION,MG ROAD, SECUNDERABAD GSTIN/UIN : 36AAHCG4562D1ZP State Name : Telangana, Code : 36	Buyer's Order No. **86213/164677**	Dated **8-Mar-2022**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
Buyer (if other than consignee) **GV RESEARCH CENTER PVT LTD** 5-4-187/3&4,IIND FLOOR, SOHAM MANSION,MG ROAD, SECUNDERABAD GSTIN/UIN : 36AAHCG4562D1ZP State Name : Telangana, Code : 36	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**GLOSTER 2CX1.5SQMM CYY MULT/FLEX/PVC BLACK 100M**	85446020	100.0000 Meters	64.40	Meters	46 %	3,477.60
	318						
	Output SGST 9%						312.98
	Output CGST 9%			9	%		312.98
	ROUND OFF						0.44
	Total		100.0000 Meters				₹ 4,104.00

Bills dt ...

MODI PROPERTIES PVT. LTD. SEC'BAD

Premier Engineering Corporation

"TRUE COPY"

Amount Chargeable (in words) *E. & O.E*

INR Four Thousand One Hundred Four Only

	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
	3,477.60	9%	312.98	9%	312.98	625.96
Total:	3,477.60		312.98		312.98	625.96

Tax Amount (in words) : **INR Six Hundred Twenty Five and Ninety Six paise Only**

6281929265

Company's Bank Details
Bank Name : HDFC
A/c No. : 27058020000011
Branch & IFS Code : SECUNDERABAD & HDFC0000042

for PREMIER ENGINEERING CORPORATION