ADMIN-AUDIT / PURCHASE DIVISION
Advice for Credit to Supplier - Manual

mDate:	11.01.24	Prepared by	V. RAVI	Serial no.	
Supplier name	M/s JAKSON LTD.			HO inward no.	
Firm/Company	G.V.R.C	Project	Innopolis.	HO received date	
~~PO~~/WO date	21.10.21	PO/WO No.	164038	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	I50521100107	23.11.21	35,400.00	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No
Amount A – Bills total (Excluding Transport & Hamali Charges):				35,400.00
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				–
Amount C –Other Debits :				–
Amount D (D=A+B-C) – Amount to be credited to the supplier:				35,400.00
Amount E – PO / WO value:				35,400.00
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	100% Advance paid.			
Remarks:	Work Order for DG STACK Structural drawings.			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI	APPROVED BY		
Sign:		[signature]	12 JAN 2024		
Date		11.01.24	SOHAM MODI		
Approval limit	Upto 20k	Above 20k	Above 20k MANAGING DIRECTOR	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.

GV RESEARCH CENTERS PVT. LTD

5-4-187/3&4, II floor, MG Road,
Secunderabad – 500 003.
Phone: +91-40-66335551
accounts@modiproperties.com

WORK ORDER

Requisition No.: 164038
Date of WO: 21/10/2021

M/s. Jakson Ltd,
Sy No. 613, Lakshmareddipalem,
Hayathnagar,
Hyderabad – 501505.
GST: 36AAACJ5347C1ZU.

Dear Sir,

Sub: DG stack structural drawings

Your Ref: E-mail dated 19th October 2021.

With reference to the proposal & subsequent discussion with you we are pleased to release this Work Order as per mentioned below:

Sl No.	Description	Unit/Qty	Rate (INR)	Amount (INR)
1	DG Stack structural drawings.	1 set	30,000	30,000
	GST @ 18%			5,400
	Total			35,400

Total: Rs.35,400/- (Thirty Five Thousand & Four Hundred Only).

Payment Terms: -
50% advance.
50% after receiving of structural drawings.

For M/s. GV Research Centers Pvt. Ltd.,

Authorized Signatory

GV RESEARCH CENTERS PVT. LTD.

(Original For Recipient)

Tax Invoice

JAKSON

Name	: Jakson Limited	Invoice No	:1S0521100107
Address	: Survey No. 613, Swamy Complex,, Laxma Reddy Palaem,, Hayatnagar,, Hyderabad	Invoice Date	:23.11.2021
		SO No	:81076291
		SO Date	:23.11.2021
State Code	: 36 (Telangana)	Transporter	:
Our Ref. No.	: 91107405	LR No	:
GSTIN/UIN	: 36AAACJ5347C1ZU	LR Date	:
PAN	: AAACJ5347C	Vehicle No	:
Customer PO	: Requisition No. 1640	EWB No	:
CustomerPODate:	21.10.2021	EWB Date	:
Currency	: INR	Place of Supply	:Telangana(36)

Billed to : **10040779**

Name & Address : GV RESEARCH CENTERS PRIVATE LIMITED ,Soham mansion, 5-4-187/3, MG Road, Secunderabad,, Telangana, India, 500003 ,

Email : waseem@modiproperties.com
State : Telangana
State Code : 36
GSTIN/UIN : -
PAN :

Shipped to : **10040779**

Name & Address : GV RESEARCH CENTERS PRIVATE LIMITED , Soham mansion, 5-4-187/3, MG Road, Secunderabad,, Telangana, India, 500003 , Ph-9347576914 / 9347576914

Email : waseem@modiproperties.com
State : Telangana
State Code : 36
GSTIN/UIN : -
PAN :

SrN	Description of Goods	HSN/SAC	Qty.	UOM	Rate	Discount	Taxable value	Taxes Rate (%)	Taxes Amount
1	31000065 Legal documentation and certification services concerning other documents. DG Stack Structural Drawings.	998214	1.000	EA	30,000.00	0.00	30,000.00		
							CGST	9.00	2,700.00
							SGST	9.00	2,700.00
	Total					0.00	30,000.00		
							Total CGST		2,700.00
							Total SGST		2,700.00
	Total Invoice Value (In Figure)								35,400.00 INR
	Total Invoice Value (In Word)	THIRTY FIVE THOUSAND FOUR HUNDRED RUPEES							

Payment Term: 0001(Pay immediately)

Particular	Taxable Invoice value	IGST	CGST	SGST	TCS
Invoice Value	30,000.00	0.00	2,700.00	2,700.00	0.00

"TRUE COPY"