ADMIN-AUDIT / PURCHASE DIVISION

Advice for Credit to Supplier - Manual

Date:	29.03.23	Prepared by	V.RAVI	Serial no.	
Supplier name	Premier Engg Corporation.			HO inward no.	
Firm/Company	G.V.R.C	Project	Innopolis	HO received date	
PO/WO date		PO/WO No.		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	0648	08.08.23	8789-00	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	8789-00

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.:	12801.	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:	8789-00
Amount E – PO / WO value:	8789-00
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	31.03.24.
Remarks:	final bill.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		[signature]			
Sign:		V.RAVI			
Date		29/03/24			
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.: 2023080 1085	PO date: 01/08/2023	Req. no.: 2023080 1080	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	Material delivered 2 times with Inward 12763, 5/8/2 12801, 9/8/2	
☐ 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: Shivani	Sign:	Date: 28/03/2024

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.	0633	04/08/23	8789	
2.				
3.				

Remarks by Accountants:

Prepared by: Divya	Sign: Divya 28/03/24	Date: 28/03/24

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.	PEC/23-24/1648	08.08.23	8789-00	12801
2.				
3.				

Remarks: Need MD's Approval for enclosed True copy due to 2 times received material at site.

Prepared by: Ravi	Sign:	Date: 29/03/24.

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
29 MAR 2024
SOHAM MODI
MANAGING DIRECTOR

Scanned with OKEN Scanner

Tax Invoice (DUPLICATE FOR TRANSPORTER) e-Invoice

IRN 1c00975900b35f723e133b9d1f8834Be8810377c7 ce4c750fffd03cc24b299b3c1
Ack No 112317032447324
Ack Date 4-Aug-23

PREMIER ENGINEERING CORPORATION-
5-2-155 RP ROAD Opp Lakshmi Vilas Bank,
Secunderabad TS-500003
www.premierenggcorp.com
GSTIN/UIN 36AACFP6807A1ZL
State Name Telangana, Code : 36
E-Mail sales@pechyd.com (cell 7288883064)

Consignee (Ship to)
GV RESEARCH CENTER PVT LTD
THURKAPALLY
HYDERABAD
500078
GSTIN/UIN 36AAHCG4562D1ZP
State Name Telangana, Code : 36

Buyer (Bill to)
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.	PEC/23-24/0633	Dated	4-Aug-23
Delivery Note		Mode/Terms of Payment	
Reference No. & Date.		Other References	
Buyer's Order No.	20230801025	Dated	1-Aug-23
Dispatch Doc No.		Delivery Note Date	
Dispatched through		Destination	
Terms of Delivery			

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc %	Amount
1	CM90638OOMO-DN1-250C 160A MCCB,3P25KA	85362030	1 Nos	15,200.00	Nos	51 %	7,448.00
	Output SGST 9%						670.32
	Output CGST 9%						670.32
	ROUND OFF						0.36
	Total		1 Nos				₹ 8,789.00

MRN NO: 20230805035

INWARD	
Inward No: 2763	Dt: 05/8/23
MRN No:	Dt:
Received By: NIRAJ	Sign:
Genome Valley Research Center Pvt. Ltd.	

E. & O.E

Amount Chargeable (in words)
Eight Thousand Seven Hundred Eighty Nine Only

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

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

for PREMIER ENGINEERING CORPORATION-

Authorised Signatory

This is a Computer Generated Invoice

Note: 1st time Received & this invoice already received in our accounts.

29/3/24

Scanned with OKEN Scanner

Tax Invoice *(TRIPLICATE FOR SUPPLIER)* e-Invoice

IRN : 7e299cc5508256a643688d12c6abb7ebf0d119-daae3c8cb6a092bfbb696e9b57
Ack No. : 112317074419598
Ack Date : 8-Aug-23

PREMIER ENGINEERING CORPORATION-
5-2-155 RP ROAD,Opp.Lakshmi Vilas Bank,
Secunderabad,TS-500003
www.premierenggcorp.com
GSTIN/UIN: 36AACFP6807A1ZL
State Name : Telangana, Code : 36
E-Mail : sales@pechyd.com (cell:7288883664)

Consignee (Ship to)
GV RESEARCH CENTER PVT LTD
INNOPOLIS
SY.NO.542,GENOME VALLEY,
THURKAPALLY,HYDERABAD-500078
GSTIN/UIN : 36AAHCG4562D1ZP
State Name : Telangana, Code : 36

Buyer (Bill to)
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. **PEC/23-24/0648**	Dated **8-Aug-23**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyer's Order No. **20230801025**	Dated **1-Aug-23**
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination
Terms of Delivery	

Sl No	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**CM90638OOMO-DN1-250C 160A MCCB,3P25KA**	85362030	**1 Nos**	15,200.00	Nos	51 %	**7,448.00**
	955						
	Output SGST 9%			9 %			**670.32**
	Output CGST 9%			9 %			**670.32**
	ROUND OFF						**0.36**
	Total		**1 Nos**				**₹ 8,789.00**

INWARD
Inward No: 1880 Dt: 09/08/2023
MRN No: Dt:
Received By: Nitesh Sign:
G.V.R.C. PVT. LTD.

MODI PROPERTIES PVT. LTD. SEC'BAD
8/8/23

6881929265

Note: This is 2nd time received, but not processed in our books.

E. & O.E

Amount Chargeable (in words)
INR Eight Thousand Seven Hundred Eighty Nine Only

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

29/3/24

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.

for PREMIER ENGINEERING CORPORATION
Premier Engineering Corporation
Authorised Signatory

This is a Computer Generated Invoice

Scanned with OKEN Scanner

Purchase Order

Purchase.div Copy

From Company:	GV Research Centers Pvt. Ltd 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36AAHCG4562D1ZP	Delivery Location:	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Hyderabad,Telangana,500078 Madhu,7981951035

Supplier Details				
Premier Engineering Corporation 5-2-155 RP Road Secunderabad Hyderabad, TG, GSTIN:36AACFP6807A1ZL Mr. Desai., 27538811	PO No	20230801025	Quote No	NIL
	PO Date	01 Aug 2023	Quote Date	01 Aug 2023
	Supply Type	Purchase Order	Requisition Num	20230801020

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	ELEC9775-Electrical-MCCB–160A-Nos.	1.00	15,200.00	51%	15,200	0%	9%	9%	0	1,368	1,368	8,789
Addl Spec	DN1-250C 160A 3P MCCB 25KA. L&T make.											
								Total Amount ...	0	1,368	1,368	8,789

Rupees in words : Eight Thousand Seven Hundred And Eighty Nine Only.

Terms and Conditions:-

Additional Specifications	As per details given in the Quotation, dtd. 01-08-2023. The above material is of L&T make.
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Ex stock or Within 2 days of PO.
Delivery Location :	As given above.
Transport:	Our scope.
Advance Paid :	Nil.
Payment Terms :	After delivery and on submission of bills.

Scanned with OKEN Scanner

Tax Invoice (ORIGINAL FOR RECIPIENT) e-Invoice

IRN : 7e299cc5508256a643688d12c6abb7ebf0d11-9daae3c8cb6a092bfbb696e9b57
Ack No. : 112317074419598
Ack Date : 8-Aug-23

PREMIER ENGINEERING CORPORATION-
5-2-155 RP ROAD,Opp.Lakshmi Vilas Bank,
Secunderabad,TS-500003
www.premierenggcorp.com
Telangana - 500003, India
GSTIN/UIN: 36AACFP6807A1ZL
State Name : Telangana, Code : 36
E-Mail : sales@pechyd.com (cell:7288883664)

Invoice No. **PEC/23-24/0648**	Dated **8-Aug-23**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyer's Order No. **20230801025**	Dated **1-Aug-23**
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination
Terms of Delivery	

Consignee (Ship to)
GV RESEARCH CENTER PVT LTD
INNOPOLIS, SY.NO.542,GENOME VALLEY, THURKAPALLY,HYDERABAD-500078
Telangana - 500078, India
GSTIN/UIN : 36AAHCG4562D1ZP
State Name : Telangana, Code : 36

Buyer (Bill to)
GV RESEARCH CENTER PVT LTD
5-4-187/3&4,IIND FLOOR, SOHAM MANSION,MG ROAD, SECUNDERABAD
Telangana - 500003, India
GSTIN/UIN : 36AAHCG4562D1ZP
State Name : Telangana, Code : 36

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**CM90638OOMO-DN1-250C 160A MCCB,3P25KA**	85362030	**1 Nos**	15,200.00	Nos	51 %	**7,448.00**
	Output SGST 9%			9	%		**670.32**
	Output CGST 9%			9	%		**670.32**
	ROUND OFF						**0.36**
	Total		**1 Nos**				**₹ 8,789.00**

E. & O.E

Amount Chargeable (in words)
INR Eight Thousand Seven Hundred Eighty Nine Only

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

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.

for PREMIER ENGINEERING CORPORATION-

PREMIER ENGINEERING CORPORATION SEC'BAD

Authorised Signatory

This is a Computer Generated Invoice

"TRUE COPY"

Tax Invoice (TRIPLICATE FOR SUPPLIER) e-Invoice

IRN : 7e299cc5508256a643688d12c6abb7ebf0d119-daae3c8cb6a092bfbb696e9b57
Ack No. : 112317074419598
Ack Date : 8-Aug-23

PREMIER ENGINEERING CORPORATION-
5-2-155 RP ROAD,Opp.Lakshmi Vilas Bank,
Secunderabad,TS-500003
www.premierenggcorp.com
GSTIN/UIN: 36AACFP6807A1ZL
State Name : Telangana, Code : 36
E-Mail : sales@pechyd.com (cell:7288883664)

Invoice No. PEC/23-24/0648	Dated 8-Aug-23
Delivery Note	Mode/Terms of Paymer
Reference No. & Date.	Other References
Buyer's Order No. 20230801025	Dated 1-Aug-23
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination
Terms of Delivery	

Consignee (Ship to)
GV RESEARCH CENTER PVT LTD
INNOPOLIS
SY.NO.542,GENOME VALLEY,
THURKAPALLY,HYDERABAD-500078
GSTIN/UIN : 36AAHCG4562D1ZP
State Name : Telangana, Code : 36

Buyer (Bill to)
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

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**CM90638OOMO-DN1-250C 160A MCCB,3P25KA**	85362030	1 Nos	15,200.00	Nos	51 %	7,448.00
	455						
	Output SGST 9%			9	%		670.32
	Output CGST 9%			9	%		670.32
	ROUND OFF						0.36
	Total		1 Nos				₹ 8,789.00

MODI PROPERTIES PVT. LTD. ★ SEC'BAD

8/8/23

6881929265

Amount Chargeable (in words) E. & O.E
INR Eight Thousand Seven Hundred Eighty Nine Only

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

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.

for PREMIER ENGINEERING CORPORATION
Premier Engineering Corporation
Authorised Signatory

This is a Computer Generated Invoice