

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		03/07/24		Prepared by		M.Mahesh		Serial no.			
Supplier name		PREMIER ENGINEERING COPORATION						HO inward no.			
Firm/Company		CRESCENTIA LABS PVT LTD		Project		GV-1		HO received date			
PO/WO date		27/09/23		PO/WO No.		20230921086		Scan ID.			
Sl no.		Bill no.		Bill date		Bill amount		Original attached			
5.		PEC/23-24/0899		27/09/23		15,845/-		☐ Yes ☐ No			
6.								☐ Yes ☐ No			
7.								☐ Yes ☐ No			
8.								☐ Yes ☐ No			
Amount A – Bills total (Excluding Transport & Hamali Charges):											
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:										15,845/-	
Amount E – PO / WO value:										16,853/-	
Amount F – Difference (A – E):										0/-	
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				Final bill							
Remarks: "The GVDC bill has been changed to GV-1 as per the instructions of the Managing Director, and the supplier has also issued the bill under GV-1."											
MRN is approved											
Approved by		Purchase Officer		Purchase Manager		MD		Accountant		Accounts Manager	
Name:		M.Mahesh				✓					
Sign:											
Date											
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.

Purchase Order

Original

From Company:	GV Discovery Centre Pvt. Ltd., 5-4-187/3&4, IInd Floor Soham Mansion M.G. Road Secunderabad, TELANGANA, 500003 GSTNO:36AAHCG4940K1ZC	Delivery Location: Genopolis Plot No.1A, Synergy Square 1, Genome Valley, Shamirpet Hyderabad, Telangana, 500078 Subba Reddy, 7674808777
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Supplier Details													
Premier Engineering Corporation 5-2-155 RP Road Secunderabad Hyderabad, TG, GSTIN:36AACFP6807A1ZL Mr. Desai., 27538811						PO No		20230921086		Quote No		Nil	
						PO Date		16 Sep 2023		Quote Date		16 Sep 2023	
						Supply Type		Purchase Order		Requisition Num		20230916019	
SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount	
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT		
1	ELEC9565-Electrical-Isolator-- 3pole 32amps-Nos.	6.00	920.00	54%	5,520	0%	9%	9%	0	497	497	2,996	
2	ELEC3977-Electrical-MCCB-- 100A-Nos.	1.00	8,110.00	49%	8,110	0%	9%	9%	0	730	730	4,881	
Addl Spec	3 pole 25ka breaking point												
3	ELEC8769-Electrical-Copper lug- Pin type-6sqmm-Nos.	120.00	1.65	0%	198	0%	9%	9%	0	18	18	234	
4	ELEC2210-Electrical-DB VTPN-4 Pole-6 way-Nos.	1.00	15,435.00	52%	15,435	0%	9%	9%	0	1,389	1,389	8,742	
Total Amount ...									0	2,634	2,634	16,853	
Rupees in words : Sixteen Thousands Eight Hundred And Fifty Three Only.													

Purchase Order

Original

Delivery Date :

Delivery Location :

Transport:

Advance Paid :

Payment Terms :

Bill submission:

Installation:

Commissioning:

Notes:

1. This is a digitally generated order and no signature is required.
2. In case the vendor is unable to accept the order and supply the material, they must intimate the same by email to purchase@modiproperties.com.
3. Vendors must obtain acknowledgment from site as proof of delivery (POD) on relevant document like DC, e-way bill, packing list, etc.
4. Vendor must send original invoices to our head office (HO) on the address mentioned above. Do not send the original invoices to sites or purchase division office. An acknowledgment on a copy of the invoice will be provided upon request at our HO.
5. We reserve the right to cancel this PO and seek refund of the advance paid in case of delay in delivery or items delivered are not as per specifications, including delivery of defective material.
6. Payment against delivery /installation shall only be made after receipt of original signed invoice at HO.