PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	15/6/20	Prepared by:	Sowmya.
PO/WO no.	67870	PO / WO Date.	10/6/20
Supplier Name	Ssllp.	PO/WO amount	5111.50
Firm/Company	GVRC.	Project	GVRC.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11680.	12/6/20.	3,561.54
2.			\
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,561.64

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9765	12/6/20	79906	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount B –Other Credits :	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	3,561.64
Amount E – PO / WO value:	5,111.50.
Amount F – Difference (A – E):	1,550

Quantity received as per PO /WO	☐ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	☐ Yes ☐ No (explained below)
Excess / short material received	☐ Approved – within acceptable limits ☐ No (explained below)
Close PO / W?O	☐ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs. /- ☐ No
Payment – due date	20/6/20

Remarks: short received

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya P.						
Date	15/6/20, 22/6						

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE

Summit Sales LLP ORIGINAL INVOICE

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Research Centre Pvt Ltd	Invoice No.	11680
Genome Valley, Shameerpet, hyderabad	Invoice Date.	12-06-2020
	PO No.	67870
	PO Date.	10-06-2020
	Req ID	57537
	Req Date	09-06-2020
GSTIN : 36AAHCG4562D1ZP	Loc Req No	163034

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5	230.00	1,150.00	12	138.00
2	7563 - Stationery - other - Pencil - NA - boxes	4421	2	42.00	84.00	12	10.08
3	7509 - Stationery - other - Calculator - NA - nos		4	155.00	620.00	18	111.60
4	7533 - Stationery - other - Highlighter - NA - nos	9608	5	19.00	95.00	18	17.10
5	7560 - Stationery - other - Pen - NA - nos	9608	10	5.50	55.00	12	6.60
	blue						
6	7594 - Stationery - other - Stapler pin - other - boxes	7415	10	5.50	55.00	18	9.90
	Small						
7	7544 - Stationery - other - Marker - NA - nos	9608	15	16.00	240.00	12	28.80
	red/blue/black each 5 nos						
8	7557 - Stationery - other - Paper Weight - NA - nos		5	25.00	125.00	18	22.50
9	2117 - Carpentry - hardware - Measuring tape - 5mtrs	9017	6	112.00	672.00	18	120.96
10							
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IGST	CGST	SGST			
			Total Taxable Amount	3,096.00	465.54
	232.77	232.77	Total Invoice Amount	3,561.54	

Rupees : Three Thousand Five Hundred Sixty One and Paise Fifty Four Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD SEC'BAD 6648 17/6/20

Authorised signatory

Purchase Order

 10-06-2020 17:30:50

67870
03.06.20 12:48:14

rom Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Summit Sales LLP	**Doc No**	67870	163034
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	10-06-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	10-06-2020	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7555 - Stationery - other - Paper - A4 - bundles	10.00	230.00	0.00	12.00	2,576.00
2	7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
3	7509 - Stationery - other - Calculator - NA - nos	4.00	155.00	0.00	18.00	731.60
4	7533 - Stationery - other - Highlighter - NA - nos	5.00	19.00	0.00	18.00	112.10
5	7560 - Stationery - other - Pen - NA - nos *blue*	10.00	5.50	0.00	12.00	61.60
6	7593 - Stationery - other - Stapler - other - nos *small*	6.00	37.00	0.00	18.00	261.96
7	7594 - Stationery - other - Stapler pin - other - boxes *Small*	10.00	5.50	0.00	18.00	64.90
8	7544 - Stationery - other - Marker - NA - nos *red/blue/black each 5 nos*	15.00	16.00	0.00	12.00	268.80
9	7557 - Stationery - other - Paper Weight - NA - nos	5.00	25.00	0.00	18.00	147.50
10	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	6.00	112.00	0.00	18.00	792.96
				Total Order Value . . .		**5,111.50**

Rupees : Five Thousand One Hundred Eleven and Paise Fifty Only.

Part received

I st Bill no 11680 Amount Rs 3,561/-

Balance has to be receivable Rs 1,550/-

20/6/2020

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. 9502211011
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Name : 11/06/2020

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________

Date : __/__/____

ase :	Innopolis		Time:	17.30
r			Req. No.	163034
rial required before date:		**12.06.2020**	ID No.	57537

No	Description	Size	Quantity	Units	Inward No	Date
1	A4 Paper Bundle	-	10 ✓	Pkts		
2	Staplers	-	06 ✓	Nos		
3	Stapler Pins	-	10 ✓	Pkts		
4	Pencil	-	02 ✓	Pkts		
5	Paper weight	-	05	Nos		
6	Calculators	-	04 ✓	Nos		
7	Highlighters	-	05 ✓	Nos		
8	**Measuring Tape with Spirit level**	5Mtrs	06	Nos		
9	Pens Blue	-	10 ✓	Nos		
10	Permanent Markers Black, Blue, Red	-	15 ✓	Nos		

PO 67870

Remarks: - For site office use purpose

Prepared By	Harini	Approved by	
Sign.& Date	06.06.2020	Sign. & Date	

APPROVED
0 9 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

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Genome Valley, Shameerpet, hyderabad	PO No.	67870
	PO Date.	10-06-2020
	Req ID	57537
	Req Date	09-06-2020
GSTIN : 36AAHCG4562D1ZP	Loc Req No	163034

	Description of Goods	HSN/ŚAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	5
2	7563 - Stationery - other - Pencil - NA - boxes	4421	2
3	7509 - Stationery - other - Calculator - NA - nos		4
4	7533 - Stationery - other - Highlighter - NA - nos	9608	5
5	7560 - Stationery - other - Pen - NA - nos	9608	10
6	7594 - Stationery - other - Stapler pin - other - boxes	7415	10
7	7544 - Stationery - other - Marker - NA - nos	9608	15
8	7557 - Stationery - other - Paper Weight - NA - nos		5
9	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	9017	6
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MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 38884 Date: 16/6 Sign:

Subject to Hyderabad Jurisdiction

INWARD
Inward No: 1452 Dt: 12·06·20
MRN No: 79906 Dt:
Received By: Sign:
G.V. RESEARCH CENTERS PVT. LTD.

for Summit Sales LLP

Authorised signatory

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

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	blue						
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	Small						
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	232.77	232.77	Total Invoice Amount	3,561.54	

Rupees : Three Thousand Five Hundred Sixty One and Paise Fifty Four Only.

INWARD
Inward No: 1452 Dt: 12·06·20
MRN No: 79906 Dt:
Received By: Sign:
G.V. RESEARCH CENTERS PVT. LTD.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction