PURCHASE DIVISION
Advice for approval for credit to supplier

26

Date:	23/6/20.	Prepared by:	SOWMYA
PO/WO no.	68122.	PO / WO Date.	19/6/20.
Supplier Name	SS/Lp.	PO/WO amount	2,786.
Firm/Company	GVRC.	Project	GVRC.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	11855	22/6/20.	2,786
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2,786

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	9931	22/6/20	80558	☑ 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:	2,786.
Amount E – PO / WO value:	2,786.
Amount F – Difference (A – E):	–

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	**27.6.2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	23/6/20						

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

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

Email: purchase@modiproperties.com ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy **GSTIN/UNI: 36ACQFS2044C1Z7**

Customer Details		
GV Research Centre Pvt Ltd	Invoice No.	11855
Genome Valley, Shameerpet, hyderabad	Invoice Date.	22-06-2020
	PO No.	68122
	PO Date.	19-06-2020
	Req ID	57735
GSTIN : 36AAHCG4562D1ZP	Req Date	18-06-2020
	Loc Req No	163046

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7507 - Stationery - other - Box file - Big - nos		3	90.00	270.00	12	32.40
	Blue-1 black-1 red-1						
2	7584 - Stationery - other - Scribbling Pads - other -		20	15.00	300.00	12	36.00
3	7571 - Stationery - other - Projects folder - NA - nos		250	5.50	1,375.00	18	247.50
4	7593 - Stationery - other - Stapler - other - nos	9608	2	195.00	390.00	18	70.20
	Big						
5	7539 - Stationery - other - Labels - NA - sheets		25	2.20	55.00	18	9.90
6							
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MODI PROPERTIES PVT. LTD. INWARD No. 66780 Date 25/6 Sign. SEC'BAD

IGST	CGST	SGST				
			Total Taxable Amount	2,390.00		396.00
	198.00	198.00	Total Invoice Amount		2,786.00	

Rupees : Two Thousand Seven Hundred Eighty Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 19-06-2020 16:09:51 Origin

68122
20.06.20 3:01:17

From Company : **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

Supplier Details			
Summit Sales LLP	**Doc No**	68122	163046
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	19-06-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	19-06-2020	
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	7507 - Stationery - other - Box file - Big - nos *Blue-1 black-1 red-1*	3.00	90.00	0.00	12.00	302.40
2	7584 - Stationery - other - Scribbling Pads - other - nos	20.00	15.00	0.00	12.00	336.00
3	7571 - Stationery - other - Projects folder - NA - nos	250.00	5.50	0.00	18.00	1,622.50
4	7593 - Stationery - other - Stapler - other - nos *Big*	2.00	195.00	0.00	18.00	460.20
5	7539 - Stationery - other - Labels - NA - sheets	25.00	2.20	0.00	18.00	64.90
					Total Order Value . . .	**2,786.00**

Rupees : Two Thousand Seven Hundred Eighty Six Only.

Terms and Conditions :-

Specification / 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 Transport cost shall be borne by us.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications.Above order for Site office use purpose.

Completion Date NA

Measurment NA

Security Nil

Remarks

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

19/06/2020

Name :

Contact . .

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name :

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	17.06.20
Site & Phase :	INNOPOLIS	Time:	16.00
Supplier		Req. No.	163046
Material required before date:	URGENT	ID No.	57735

No	Description	Size	Quantity	Units	Inward No	Date
1	Box files(blue,black,red)	-	3	No's		
2	A4 sticker paper	A4	1	Pkt		
3	Ruled registers(200pages) — 68105	STD	6	No's		
4	Post it pads (multi colours) 68122	-	20	Pkts		
5	Clear files	A3	5	Pkts		
6	Labeling cards stickers	STD	1	Pkt		
7						
8						
9						
10						

Remarks: for site office use purpose.

APPROVED
19 JUN 2020
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	P.Harini	Approved by	Venkatesh
Sign.& Date	17.06.20	Sign. & Date	17.06.20

Note: On receipt of material at site write inward number and date in last 2 columns.

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

Customer Details		
GV Research Centre Pvt Ltd	DC No.	9931
Genome Valley, Shameerpet, hyderabad	DC Date.	22-06-2020
	PO No.	68122
	PO Date.	19-06-2020
	Req ID	57735
GSTIN : 36AAHCG4562D1ZP	Req Date	18-06-2020
	Loc Req No	163046

	Description of Goods	HSN/SAC	Qty
1	7507 - Stationery - other - Box file - Big - nos		3
2	7584 - Stationery - other - Scribbling Pads - other - nos		20
3	7571 - Stationery - other - Projects folder - NA - nos		250
4	7593 - Stationery - other - Stapler - other - nos	9608	2
5	7539 - Stationery - other - Labels - NA - sheets		25
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39281
26/6

INWARD
Inward No: 1488 Dt: 22.6.20
MRN No: 80356 Dt: 〃
Received By: Sign:
G.V. RESEARCH CENTERS PVT. LTD.

for Summit Sales LLP

D. Gourga

Authorised signatory

Subject to Hyderabad Jurisdiction

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** 22-06-2020

Customer Details	Invoice No.	11855
GV Research Centre Pvt Ltd	Invoice Date.	22-06-2020
Genome Valley, Shameerpet, hyderabad	PO No.	68122
	PO Date.	19-06-2020
	Req ID	57735
GSTIN : 36AAHCG4562D1ZP	Req Date	18-06-2020
	Loc Req No	163046

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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3	7571 - Stationery - other - Projects folder - NA - nos		250	5.50	1,375.00	18	247.50
4	7593 - Stationery - other - Stapler - other - nos	9608	2	195.00	390.00	18	70.20
	Big						
5	7539 - Stationery - other - Labels - NA - sheets		25	2.20	55.00	18	9.90
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IGST	CGST	SGST			
			Total Taxable Amount	2,390.00	396.00
	198.00	198.00	Total Invoice Amount	2,786.00	

Rupees : Two Thousand Seven Hundred Eighty Six Only.

INWARD
Inward No: 1488
80358
Dt: 22.6.20
Dt: 11
Sign:
G.V. RESEARCH CENTERS PVT. LTD.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction