PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 6/7/2020 | Prepared by: | K. R. Charyulu |
| PO/WO no. | 68114 | PO / WO Date. | 19/6/2020 |
| Supplier Name | Sri Rajia Rajeshwari Traders | PO/WO amount | 3,292/- |
| Firm/Company | GVRC | Project | Innopolis |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 0101 | 29/6/2020 | 3,292/- |
| 2. | | | |
| 3. | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 3,292/- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | — | — | 80600 | ☑ 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: | 3,292/- |
| Amount E – PO / WO value: | 3,292/- |
| 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 | 13/7/2020 |
| Remarks: | |
| | |
| | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | [signature] | [signature] | [signature] APPROVED 06 JUL 2020 MINISH PARIKH MANAGER PROCUREMENT | | | | |
| Date | 6/7/2020 | 6/7 | | | | | |

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/-

0101

Shop : 040-2771 8915, 6633 3915 Resi : 040-6666 4080
Mob. : 092463 63915, 93472 36012

# SRI RAJA RAJESHWARA TRADERS

Shop No.18, Hyderi Complex, Ranigunj, Secunderabad - 500 003.

**Dealers in :** M.S.Wire, M.S.Wire Nails, G.I. Barbed Wire, G.I.St.Rods, Welding Electrodes, Welding Accessories, Wire Mesh, Hexwire Netting, Spades, Crow Bars, Screws, Ropes, Carbide, Bitumen Products, Tor Felt, Fibre Corrugated Sheets, Gamela, Nelton Mosquito Mesh, Sponges, Red Odixe Paint & General Hardware.

Email : srrt3915@gmail.com, prpk67@gmail.com

## CASH / CREDIT INVOICE

To
M/s. GVRESERCH Centers PVT LTD M.G. Road Secbad

Invoice No. : 0101 Date : 29/6/2020
D.C. No. : Date :
P.O. No. : 68114 Date : 19/6/2020

Site : INNOPOLIS
LL/RR Truck No. :

Customer's GST No. : 36AAHCG4562D1ZP
Payment Mode :

| Sl. No. | Quantity | Description of Goods | HSN CODE | GST | Rate Rs. Ps. | Amount Rs. Ps. |
|---|---|---|---|---|---|---|
| 1 | 15 Kg | M.S Demisa 3NO | 7217 | 18% | 60/- | 900/- |
| 2 | 3 | NO ~~TATA~~ Chawbe | 7302 | 18% | 630/- | 1890/- |
| | | | | | | 2790/- |
| | | CGST | | 9% | | 251/- |
| | | SGST | | 9% | | 251/- |
| | | | | | | 3292/- |
| | E. & O.E. | Rs 3292/- | | | | |

INWARD Inward No: 1819 Dt: 29.6.20 GRN No: 20600 Dt: Received By: Sign: G.V. RESEARCH CENTERS PVT. LTD.

MODI PROPERTIES PVT. LTD. INWARD No. 66932 Date 1/7/20 Sign. SEC'BAD

Rupees | TOTAL 3292/-

GST No. : 36AEPPP5662Q1ZF
Subject to Secunderabad Jurisdicition
1. Goods once sold will not be taken back or exchanged.
2. 24% Interest will be charged on bills remaining unpaid after due date.

HDFC BANK,
PARADISE BRANCH.
A/C No. : 0042202001922
RTGS : HDFC0000042

For SRI RAJA RAJESHWARA TRADERS

Authorised Signatory

# Purchase Order



68114
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-500
G S T No. : 36AAHCG4562D1ZP

| **Supplier Details** | | | |
|---|---|---|---|
| Sri Raja Rajeshwara Traders | **Doc No** | 68114 | 163051 |
| Shop No. 18, Hyderi complex, Ranigunj, Sec-Bad -500 003 | **Doc Date** | 19-06-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AEPPP5662Q1ZF 27718915. | **Quote Date** | 16-09-2019 | |
| 276363915 9246363915 | **SupplyType** | Supply | |

**Kind Attn : Mr. Rajeshwar**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 9580 - Tools - Dimmis - Others - Kgs<br>*5 kgs - 3nos* | 15.00 | 60.00 | 0.00 | 18.00 | 1,062.00 |
| 2 | 9513 - Tools - Crowbar - other - nos | 3.00 | 630.00 | 0.00 | 18.00 | 2,230.20 |
| | | | | **Total Order Value . . .** | | **3,292.20** |

Rupees : Three Thousand Two Hundred Ninty Two and Paise Twenty Only.

## Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | As per details given in the quotation. |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | Inclusive of all taxes |
| **Delivery Date** | Next Day. |
| **Delivery Location** | Innopolis<br>Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana<br>Phone. 9502211011 |
| **Penality For Delay** | Nil |
| **Transportation Cost** | 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 use purpose |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

For ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Sri Raja Rajeshwara Traders***

Name : ____________

Date : __/__/____

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | GVRC | Date: | 17.06.20 |
| Site & Phase : | INNOPOLIS | Time: | 16.30 |
| Supplier | | Req. No. | 163051 |
| Material required before date: | 20.06.2020 | ID No. | 57740 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Crow bars | STD | 3 | No,s | | |
| 2 | Hand tampers 68" | STD | 3 | No,s | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks : For SITE OFFICE USE..

| | | | |
|---|---|---|---|
| Prepared By | P.HARINI | Approved by | G.VENKATESH |
| Sign.& Date | 17.06.2020 | Sign. & Date | 17.06.2020 |

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

APPROVED BY
19 JUN 2020
SOHAM MODI
MANAGING DIRECTOR