PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	10/8/20.	Prepared by:	SOWMYA
PO/WO no.	69304.	PO / WO Date.	31/7/20
Supplier Name	Sree Mahaveer Engg. & Electricals	PO/WO amount	3,894
Firm/Company	GVRC	Project	GVRC.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1012	31/7/20	3,894.
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,894.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			81673.	☑ 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:	3,894
Amount E – PO / WO value:	3,894
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	**14.8.2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	10/8/20.						

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

(ORIGINAL FOR RECIPIENT)

Sree Mahaveer Engg. & Electricals 5-5-89 & 89/1,Sara Iron Market, Ranigunj,Secunderabad Ph:04027714562 GSTIN/UIN: 36AYMPS1825R1ZJ State Name : Telangana, Code : 36 E-Mail : dipeshshah1977@yahoo.com	Invoice No. **1012**	Dated **31-Jul-2020**
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
Buyer **G V RESEARCH CENTERS PVT LTD** 5-4-187/3&4, IIND FLOOR, SOHAM MANSION M.G ROAD SECUNDERABAD 7680971999 GSTIN/UIN : 36AAHCG4562D1ZP State Name : Telangana, Code : 36	Buyer's Order No. **69304**	Dated **31-Jul-2020**
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**MANISH SUCTION HOSE 3" 30MTRS** *20 Mtrs*	3917	**30.0000 Kgs**	110.00	Kgs	**3,300.00**
	CGST Output @ 9%			9	%	**297.00**
	SGST Output @ 9%			9	%	**297.00**
	Total		**30.0000 Kgs**			**₹ 3,894.00**

E. & O.E

INWARD
No: 1598 Dt: 31/07/20
81673 Dt: 16:18
Received By: Security
Sign:
G.V. RESEARCH CENTERS PVT. LTD.

68097
8/8

Amount Chargeable (in words)
INR Three Thousand Eight Hundred Ninety Four Only

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.
TERMS & CONDITIONS:-
1.Our risk & responsibilty ceases on delivery of the goods to the carrier.
2.Goods once sold will not be taken back under any circumstances.
3.Note:Rs 500/- will be charged if cheque bounce.

Company's Bank Details
Bank Name : **State Bank of India.**
A/c No. : **36782706609**
Branch & IFS Code : **Ranigunj,Secunderabad & SBIN0003032**

for Sree Mahaveer Engg. & Electricals

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

 31-07-2020 11:22:53 AM C

69304
31.07.20 12:25:04

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			
Sree Mahaveer Engg. & Electricals	**Doc No**	69304	163109
5-5-89 & 89/1, Sara Iron Market, Ranigunj, Secunderbad	**Doc Date**	31-07-2020	
	Quote No	Nil	
GSTIN 36AYMPS1825R1ZJ 27714562	**Quote Date**	31-07-2020	
65643548/27714529 9848192829	**SupplyType**	Supply	

Kind Attn : Dipesh R. Shah

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7353 - Plumbing - other - Green Hose pipe - Other - Mtrs 3"	20.00	165.00	0.00	18.00	3,894.00
			Total Order Value . . .			**3,894.00**

Rupees : Three Thousand Eight Hundred Ninty Four 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 Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana 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 dewatering pump 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 ***Sree Mahaveer Engg. & Electricals***

Name :

Date : _/_/_

Requisition Form

Company Name:	GVRC	Date:	30.07.20
Site & Phase :	INNOPOLIS	Time:	18:30
Supplier		Req. No.	163109
Material required before date: urgent		ID No.	58861

No	Description	Size	Quantity	Units	Inward No	Date
1	Automatic pump (cutter type)	5 HP	01	No		
2	Green Hose pipe	3" dia	20	mts		
3	69304					
4						
5						
6						
7						
8						
9						
10						

Remarks : For de-watering at site purpose

Prepared By	Mallikarjun.B	Approved by	VENKATESH.G
Sign.& Date	30.07.20	Sign. & Date	30.07.20

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

Requisition Form

Company Name:	GVRC	Date:	30.07.20
Site & Phase :	INNOPOLIS	Time:	18:30
Supplier		Req. No.	163109
Material required before date: urgent		ID No.	58861

No	Description	Size	Quantity	Units	Inward No	Date
1	Automatic pump (cutter type) G/	5 HP	01	No		
2	Green Hose pipe	3" dia	20	mts		
3						
4						
5						
6	PO					
7	69303					
8						
9						
10						

Remarks : For de-watering at site purpose

Prepared By	Mallikarjun.B	Approved by	VENKATESH.G
Sign.& Date	30.07.20	Sign. & Date	30.07.20

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

31/07/2020

APPROVED BY
31 JUL 2020