PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	26/8/20	Prepared by:	T. Dhar
PO/WO no.	69010	PO / WO Date.	22/7/20
Supplier Name	Rita Sendy	PO/WO amount	6500
Firm/Company	GVRC	Project	[illegible]
Sl. No.	Bill No.	Bill Date	Bill amount
1.	111	6/8/20	7000
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			7000

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			81980	☐ 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:	7000
Amount E – PO / WO value:	6500
Amount F – Difference (A – E):	500
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	29/8/20
Remarks:	Due to Rate Chged So it diffce its accpte

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	26/8/20	27/8					

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

GSTIN : 36AKAPK8182D1Z8 **TAX INVOICE** ☎ : 23222835 : 66778470

RITA SEEDS STORE

DEALERS IN : ALL KINDS OF SEEDS, FERTILIZERS & PESTICIDES OF MAHYCO, RALLIS INDOFIL, CIBA, STANES PRODUCTS & AGRICULTURAL IMPLEMENTS ETC.

 # 3-6-295/4, Hyderguda, Hyderabad-29 (T.S.) INDIA

No. 111 Date 06-08-2020

M/s G.V. Research Centers pvt Ltd

DOC No 69010/22/7/20

Sl No.	PARTICULARS	Qty.	Rate	Amount Rs.	Ps.
1.	Neem seeds	5 kgs	600/-	3000	00
2	Compost	20 kgs	200/-	4000	00
	P.M.		TOTAL	7000	00

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 68393 Date 14/8/20 Sign.

INWARD Inward No: 1618 Dt: 06/08/20 MRN No: 81980 Dt: 17:10 Received By: Security Sign G.V. RESEARCH CENTERS PVT. LTD.

Goods once sold will not be taken back or exchanged.
Subject to Hyderabad Jurisdiction.

Pl pay within 15 days.

For **RITA SEEDS STORE**

Signature

Purchase Order

 22-07-2020 4:00:42 PM

69010
24.07.20 11:20:52

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

Supplier Details

Rita Seeds
Basheerbagh, Secunderabad.

GSTIN 36AKAPK8182D1Z8
23222835,65168470 9949015953

Doc No	69010	163093
Doc Date	22-07-2020	
Quote No	Nil	
Quote Date	22-07-2020	
SupplyType	Supply	

Kind Attn : Mr. Suresh

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3121 - Chemicals - Neem care powder - NA - kgs *40 kgs*	5.00	500.00	0.00	0.00	2,500.00
2	3167 - Chemicals - Vermicompost - NA - bags	20.00	200.00	0.00	0.00	4,000.00
	Rupees : Six Thousand Five Hundred Only.				**Total Order Value . . .**	**6,500.00**

<u>Terms and Conditions :-</u>

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 site trees 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 ***Rita Seeds***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	17.07.20
Site & Phase :	INNOPOLIS	Time:	12:15
Supplier		Req. No.	163093
Material required before date:	urgent	ID No.	58544

No	Description	Size	Quantity	Units	Inward No	Date
1	Neem powder	40 Kgs	05	Bags		
2	Vermi compost 69010	25 Kgs	20	Bags		
3						
4						
5						
6						
7						
8						
9						
10						

Remarks : FOR PLANTING GULMOHAR TREES AT SITE PURPOSE.

Prepared By	Harini.P	Approved by	VENKATESH.G
Sign.& Date	17.07.20	Sign. & Date	17.07.20

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

APPROVED BY
18 JUL 2020
SOHAM MODI
MANAGING DIRECTOR