PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	7/9/20	Prepared by:	T. Shah
PO/WO no.	69716	PO / WO Date.	20/8/20
Supplier Name	Lepakshi Traders	PO/WO amount	2912
Firm/Company	GURC	Project	Jaipur
Sl. No.	Bill No.	Bill Date	Bill amount
1.	1648	29/8/20	2912
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2912

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			82492	☑ 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:				2912
Amount E – PO / WO value:				2912
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	11/9/20
Remarks:_	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	7/9/20						

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

TAX INVOICE

Invoice No. : 1648

Date : 29/08/2020

LEPAKSHI TARPAULIN INDUSTRIES

1st Floor, Shop No.F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-500 003.
Phone : (O) 2770 6071, 9121013748, Cell : 99591 02999,
E-mail: lepakshitarp@gmail.com, Lnt_91@yahoo.in, www.lepakshitarpaulin.com

State Code : 36

GSTIN : 36ADOPN7656C1Z7

Details of Receiver (Billed to)	Details of Consignee (Shipped to)
Name : GV RESERCH CENTERS PVT LTD	Name :
Address : M.G. ROAD SEC-BAD-3	Address :
Ph. Cell :	Ph. Cell :
GSTIN/UIN : 36AAHCG4562D1ZP	GSTIN/UIN :
P.O. No. & Dt. P.O 69716 Dt 20/08/2020	Vehicle No. :

Sl. No.	HSN (SAC) Code	Description of the Goods	Qty.	Rate	Amount Rs.	Taxable Value	CGST Rate	CGST Amount	SGST Rate	SGST Amount	IGST Rate	IGST Amount
1)	6601	UMBRELLA	10	@ 260/-	2600	2600	6%	156	6%	156		
		TOTAL				2600	(+)	156	(+)	156	=	2912

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 68962 Date 5/9 Sign.

(Rupees : in words Rs:- 2912 only/- ....only

E-way Bill No.

TOTAL INVOICE RS. 2912

INWARD 1688
Inward No: 1688 Dt: 31.8.20
MRN No: 52492 Dt: 31/8/20
Received By: Sign
G.V. RESEARCH CENTERS PVT. LTD.

TERMS & CONDITIONS :
1. Goods once sold will not be taken back or exchanged.
2. Subject to Secunderabad Jurisdiction only.
3. The customer should inform the firm if there is any complaint regarding the quality or quantity of the material within 48 hours from the date of invoice.
4. Inspection should be carried out at our factory premises only.
5. Interest will be charged at the rate of 24% per annum for all overdue payments.
6. Our risk & responsibility ceases as soon as the goods are despatched from our premises.

OUR BANK DETAILS :
Bank Name : PUNJAB NATIONAL BANK
Bank Account Number : 3631002100019635
Branch : M.G. Road, Sec'bad
IFSC : PUNB0363100

For LEPAKSHI TARPAULIN INDUSTRIES

Authorised Signatory

Purchase Order

 20-08-2020 2:00:38 PM

69716
21.08.20 11:15:14

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			
Lepakshi Tarpaulin Industries # 5-5-65, 1st Floor, Shop No. F10, S.A. Trade Centre, Above Bombay Hotel, Ranigunj 'X' Road, Secunderabad-3.	**Doc No**	69716	163122
	Doc Date	20-08-2020	
GSTIN 36ADOPN7656C1Z7 2770 6071	**Quote No**	Nil	
66486071 9642662732	**Quote Date**	20-08-2020	
	SupplyType	Supply	

Kind Attn : Mr. Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4064 - Consumables - Umbrella - other - nos	10.00	260.00	0.00	12.00	2,912.00
					Total Order Value . . .	**2,912.00**

Rupees : Two Thousand Nine Hundred Twelve 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 office 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 *Lepakshi Tarpaulin Industries*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	17.08.20
Site & Phase :	INNOPOLIS	Time:	12:50
Supplier		*Req. No.*	*163122*
Material required before date:	urgent	ID No.	59192

No	Description	Size	Quantity	Units	Inward No	Date
1	Lizol	STD	04	No's		
2	Masks	STD	200	No's		
3	Sanitizer	STD	10	No's		
4	Umbrella(large size)	STD	10	No's		
5	Surf 69716	STD	01	No's		
6	Bath room wiper	STD	04	No's		
7	Room freshners	STD	10	No's		
8	Water bottles	STD	06	No's		
9						
10						

Remarks : For site office use purpose.

APPROVED
18 AUG 2020
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	Harini.P	Approved by	VENKATESH.G
Sign.& Date	17.08.20	Sign. & Date	17.08.20

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

P.O. 69659