PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	09/09/20	Prepared by:	Keerthi
PO/WO no.	69734	PO / WO Date.	21/08/20
Supplier Name	Naveen Metal udyog	PO/WO amount	10,620/-
Firm/Company	GV Reserch Centers Pvt ltd	Project	Innopolis
Sl. No.	Bill No.	Bill Date	Bill amount
1.	90	21/08/20	10,620/-
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			10,620/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	90	21/08/20	82377	☑ 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:	10,620/-
Amount E – PO / WO value:	10,620/-
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 / WO	☑ Yes □ No – wait for balance material □ No (explained below)
Advance paid / PDC given (deduct when paying)	□ Yes – Rs.____/- ☑ No
Payment – due date	14/09/20

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Keerthi		APPROVED 09 AUG 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date							

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

GST No. : 36AGOPD8982C1Z4

TAX INVOICE
~~CASH~~ / CREDIT

Phone : 27712497
40042626

NAVEEN METAL UDYOG

4-5-155, PAN BAZAR, SECUNDERABAD - 500 003.

E-mail : nmuhyd@yahoo.co.in

M/s. G.V. RESERH CENTERS PVT. LTD.,
M.G. ROAD,
SECUNDERABAD

Phone ______ Fax ______

GST No. 36AAHCG4562D1ZP

Invoice No.: 090 Date : 21/08/20

P. O. No. & Date : 69734/163128
21/08/20

D. C. No. : Date :

Desp. Through : TS-10-UV-8387

HSN Code	PARTICULARS	Qty.	Unit Price	AMOUNT
7314	W. Mesh	2 Rolls	4500/- 9	9000=00
			SUB TOTAL	9000=00
				–
			SGST @ 9%	810=00
			CGST @ 9%	810=00
			IGST @	–
			G. TOTAL	10620=00

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 68795
Date 3/8
Sign.

P/A

INWARD
Inward No: 1603 Dt: 21.8
MRN 21.8 Dt: 82377
Received By: Sign:
G.V. RESEARCH CENTERS PVT. LT.

BANK : **UNITED BANK OF INDIA** Branch : M.G. Road, Secunderabad.
A/c. No. : 0625210318512 IFSC Code : UTBIoSEC813

Rupees Ten thousand Six hundred and twenty only

1. Goods once sold will not be taken back and No claim for shortage of damage will be entertained unless lodged within 24 hours.
2. Interest will be charged @ 18% per annum if payment is not made within 30 days.
3. Our responsibility ceases no sooner goods are handed over to the carrying agency.
4. Payment strictly by Account Payees Cheques only.
5. Subject to Secunderabad Jurisdiction only.

E & O. E.

For **NAVEEN METAL UDYOG**

Authorised Signatory

Purchase Order

 21-08-2020 11:13:38 Or

69734
21.08.20 11:16:08

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-5000
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Naveen Metal Udyog 4-5-155, Pan Bazar, Sec-bad-03.	**Doc No**	69734	163128
	Doc Date	21-08-2020	
	Quote No	Nil	
GSTIN 36AGOPD8982C1Z4 27712497.	**Quote Date**	28-07-2020	
66382026. 9246297667	**SupplyType**	Supply	

Kind Attn : Mr.Surpat Singh Dugar/ Nikil Dugar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2287 - Carpentry - hardware - MS Mesh - Others - sft *5' x 50' - 8 guage(4mm thick) - 2 bundles*	500.00	18.00	0.00	18.00	10,620.00
					Total Order Value . . .	**10,620.00**

Rupees : Ten Thousand Six Hundred Twenty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation. Size - 2" x 2"
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 fixing to site main gate 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 ***Naveen Metal Udyog***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	20.08.20
Site & Phase :	INNOPOLIS	Time:	14:30
Supplier		Req. No.	163128
Material required before date:	urgent	ID No.	59275

No	Description	Size	Quantity	Units	Inward No	Date
1	10 gauge welded wire mesh	2"x2"	400	Sft		
2	8 5'x50' - 2 Bundles					
3						
4						
5	69734					
6						
7						
8						
9						
10						

Remarks : For fixing to site main gate use purpose.

Prepared By	Mallikarjun	Approved by	VENKATESH.G
Sign.& Date	20.08.20	Sign. & Date	20.08.20

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