PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	8/9/20.	Prepared by:	SOWMYA
PO/WO no.	70081	PO / WO Date.	3/9/20
Supplier Name	SS/Lp.	PO/WO amount	1,268
Firm/Company	GVRC	Project	GVRC

Sl. No.	Bill No.	Bill Date	Bill amount
1.	13066	7/9/20.	1,268
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,268

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11037	7/9/20	✓	☑ 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:	1,268
Amount E – PO / WO value:	1,268
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	**12.9.2020**

Remarks:_

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]	[signature]				
Date	8/9/20	19/10					

APPROVED
19 OCT 2020
MINISH PARIKH
MANAGER PROCUREMENT

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

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Research Centre Pvt Ltd	Invoice No.	13066
5-4-187/ 3 & 4, MG Road, II Floor, Secunderabad	Invoice Date.	07-09-2020
	PO No.	70081
	PO Date.	03-09-2020
	Req ID	59361
GSTIN : 36AAHCG4562D1ZP	Req Date	26-08-2020
	Loc Req No	16436

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7663 - Stationery -other - Executive bag - NA - nos HP	4202	1	1075.00	1,075.00	18	193.50
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	1,075.00		193.50
	96.75	96.75	Total Invoice Amount	1,268.50		

Rupees : One Thousand Two Hundred Sixty Eight and Paise Fifty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 69140
Date 10/9
Sign.

Not received
[signature]
15/10/20

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 16-10-2020 14:52:18

Original / Office Copy / Purchase Div.Copy

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	70081	16436
	Doc Date	03-09-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	03-09-2020	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7663 - Stationery -other - Executive bag - NA - nos *HP*	1.00	1,075.00	0.00	18.00	1,268.50
					Total Order Value . . .	**1,268.50**

Rupees : One Thousand Two Hundred Sixty Eight and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	All are branded items
Payment Terms	After delivery
Tax	Included
Delivery Date	With in 2 days
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.above order is for Shailaja Reddy, purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

Original office copy misplaced
please give "NOC" for Bill
Clearance.
19/10/20

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______________

Name : ______________

Date : __/__/____

Contact

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Research Centre Pvt Ltd	DC No.	11037
5-4-187/ 3 & 4, MG Road, II Floor, Secunderabad	DC Date.	07-09-2020
	PO No.	70081
	PO Date.	03-09-2020
	Req ID	59361
GSTIN : 36AAHCG4562D1ZP	Req Date	26-08-2020
	Loc Req No	16436

	Description of Goods	HSN/SAC	Qty
1	7663 - Stationery -other - Executive bag - NA - nos	4202	1
2	for Shailaja Reddy		
3			
4			
5			
6	INWARD		
7	Inward No: 485 Dt: 10/9/20		
8	MRN No: Dt:		
9	Received By: Sign:		
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11	MODI PROPERTIES		
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MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. LA 1113 Date 10/9

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	13066
GV Research Centre Pvt Ltd	Invoice Date.	07-09-2020
5-4-187/ 3 & 4, MG Road, II Floor, Secunderabad	PO No.	70081
	PO Date.	03-09-2020
	Req ID	59361
GSTIN : 36AAHCG4562D1ZP	Req Date	26-08-2020
	Loc Req No	16436

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7663 - Stationery -other - Executive bag - NA - nos HP	4202	1	1075.00	1,075.00	18	193.50
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14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,075.00		193.50
	96.75	96.75	Total Invoice Amount	1,268.50		

Rupees : One Thousand Two Hundred Sixty Eight and Paise Fifty Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory