PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29/10/20	Prepared by:	NEHA
PO/WO no.	70761	PO / WO Date.	25/09/20
Supplier Name	Sri Raja Rajeshwara Traders	PO/WO amount	7,589.76/-
Firm/Company	CoV Research Centres Pvt. Ltd	Project	Innopolis
Sl. No.	Bill No.	Bill Date	Bill amount
1	332	25/09/20	7590/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges): 7590/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			~~84025~~ 83876	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B – Other Credits : Transportation charges ; Hamali	30/-
Amount C – Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	7620/-
Amount E – PO / WO value:	7589.76/-
Amount F – Difference (A – E): GST-18%	–

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	02/11/20

Remarks:
~~Transport~~

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED				
Date	29/10.	30/10	01 NOV 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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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/-

Shop : 040-2771 8915, 6633 3915 Resi : 040-6666 4080
Mob. : 092463 63915, 93472 36012

SRI RAJA RAJESHWARA TRADERS

Shop No.18, Hyderi Complex, Ranigunj, Secunderabad - 500 003.

Dealers in : M.S.Wire, M.S.Wire Nails, G.I. Barbed Wire, G.I.St.Rods, Welding Electrodes, Welding Accessories, Wire Mesh, Hexwire Netting, Spades, Crow Bars, Screws, Ropes, Carbide, Bitumen Products, Tor Felt, Fibre Corrugated Sheets, Gamela, Nelton Mosquito Mesh, Sponges, Red Odixe Paint & General Hardware.

Email : srrt3915@gmail.com, prpk67@gmail.com

CASH / CREDIT INVOICE

To
M/s. G.V RESERCH CENTER
P.VT. LTD
RNG SECBAD

Invoice No.: 0332 Date: 25/09/2020
D.C. No.: Date:
P.O. No.: 70761 Date: 25/09/2020

Site :

LL/RR Truck No. :

Customer's GST No.: 36AAHCG4562D1ZP
Payment Mode :

Sl. No.	Quantity	Description of Goods	HSN CODE	GST	Rate Rs. Ps.	Amount Rs. Ps.
1	24	Pcts welding rod 4mm	8311	18%	268/-	6432/-
		CGST		9%		579/-
		SGST		9%		579/-
		Hamali				30/-
						7620/-
	E. & O.E.	Rs 7620/-				

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 70248 Date 22/10 Sign.

INWARD Inward No: 1821 Dt: 28/9/20 MRN No: 83876 Dt: Recd. Sign: G.V. RESEARCH CENTERS PVT. LTD.

Rupees | TOTAL 7620/-

GST No.: 36AEPPP5662Q1ZF
Subject to Secunderabad Jurisdicition
1. Goods once sold will not be taken back or exchanged.
2. 24% Interest will be charged on bills remaining unpaid after due date.

HDFC BANK,
PARADISE BRANCH
A/C No.: 00422020001922
RTGS : HDFC0000042

For SRI RAJA RAJESHWARA TRADERS

Vijay

Authorised Signatory

Purchase Order

 26-09-2020 3:05:45 PM Original 70761
21.09.20 12:59:16

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			
Sri Raja Rajeshwara Traders Shop No. 18, Hyderi complex, Ranigunj, Sec-Bad -500 003	**Doc No**	70761	163179
	Doc Date	25-09-2020	
	Quote No	Nil	
GSTIN 36AEPPP5662Q1ZF 27718915. 276363915 9246363915	**Quote Date**	25-09-2020	
	SupplyType	Supply	

Kind Attn : Mr. Rajeshwar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9574 - Tools - Welding Rod - NA - nos *4.15mm*	24.00	268.00	0.00	18.00	7,589.76
					Total Order Value . . .	**7,589.76**

Rupees : Seven Thousand Five Hundred Eighty Nine and Paise Seventy Six Only.

Terms and Conditions :-

Specification / Brand	All items shall be of Mangalam brand 1 box 12 Pkts each 60 nos
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 fabrication work boxes.
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 *Sri Raja Rajeshwara Traders*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	23.09.2020
Site & Phase :	INNOPOLIS	Time:	11:00
Supplier		Req. No.	163179
Material required before date:	urgent	ID No.	60154

No	Description	Size	Quantity	Units	Inward No	Date
1	Welding Electrodes	4.15mm	20	Box's		
2	70764					
3						
4						
5						
6						
7						
9						

Remarks : For site use purpose.

Prepared By	Radhika.D	Approved by	VENKATESH.G
Sign.& Date	23.09.2020	Sign. & Date	23.09.2020

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

APPROVED BY
25 SEP 2020
SOHAM MODI
MANAGING DIRECTOR