PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29/10/20.	Prepared by:	D.SOWMYA
PO/WO no.	71516.	PO / WO Date.	22/10/20
Supplier Name	SSltp.	PO/WO amount	892
Firm/Company	GVRC	Project	GVRC
Sl. No.	Bill No.	Bill Date	Bill amount
1	13896.	28/10/20.	78
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			78

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11790	28/10/20	84677	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits : Transportation charges	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	78
Amount E – PO / WO value:	892
Amount F – Difference (A – E): GST-18%	814/-

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	31.10.2020
Remarks: Short billed.	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	[signature]					
Date	29/10/20	5/11					

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/-

Purchase Order

 22-10-2020 12:45:29 Orig

71516
20.10.20 3:54:09

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50000
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Summit Sales LLP	**Doc No**	71516	163214
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	22-10-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	22-10-2020	
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	7560 - Stationery - other - Pen - NA - nos *Blue*	10.00	3.50	0.00	12.00	39.20
2	7560 - Stationery - other - Pen - NA - nos *Black*	10.00	3.50	0.00	12.00	39.20
3	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	6.00	115.00	0.00	18.00	814.20
					Total Order Value . . .	**892.60**

Rupees : Eight Hundred Ninty Two and Paise Sixty Only.

Bill - 13896 - 28/10/20 - 78
Balance - 814/-

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. 9502211011
Penality For Delay	Nil
Transportation	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 use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Name : ____________

Contact - -

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GVRC		Date:		19.10.2020		
Site & P hase :	INNOPOLIS		Time:		14:00		
Supplier			Req. No.		163214		
Material required before date:	urgent		ID No.		60846		

No	Description	Size	Quantity	Units	Inward No	Date
1	Measuring tapes	5m	6	No's		
2	Pens (Blue)	STD	10	No's		
3	Pens (Black)	STD	10	No's		
4						
5	P.O. 71516					
6						
7						
8						
9						
10						

Remarks : For Site staff purpose.

Prepared By	Radhika.D	Approved by	VENKATESH.G
Sign.& Date	19.10.2020	Sign. & Date	19.10.2020

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

TAX INVOICE

ORIGINAL 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.	13896
GV Research Centre Pvt Ltd	Invoice Date.	28-10-2020
Sy no. 542, Genome Valley, Turkapally, Hyderabad	PO No.	71516
	PO Date.	22-10-2020
	Req ID	60846
GSTIN : 36AAHCG4562D1ZP	Req Date	19-10-2020
	Loc Req No	163214

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos	9608	10	3.50	35.00	12	4.20
	Blue						
2	7560 - Stationery - other - Pen - NA - nos	9608	10	3.50	35.00	12	4.20
	Black						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	70.00		8.40
	4.20	4.20	Total Invoice Amount	78.40		

Rupees : Seventy Eight and Paise Fourty Only.

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 70667 Date 30/10 Sign. Akhc

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

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	DC No.	11790
GV Research Centre Pvt Ltd	DC Date.	28-10-2020
Sy no. 542, Genome Valley, Turkapally, Hyderabad	PO No.	71516
	PO Date.	22-10-2020
	Req ID	60846
	Req Date	19-10-2020
GSTIN : 36AAHCG4562D1ZP	Loc Req No	163214

	Description of Goods	HSN/SAC	Qty
1	7560 - Stationery - other - Pen - NA - nos	9608	10
2	7560 - Stationery - other - Pen - NA - nos	9608	10
3			
4			
5			
6			
7			
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29			
30			

INWARD
Inward No: 1986 Dt: 28/10/20
MRN No: 84677 Dt: 31/10/2020
Received By: Sign: ON
G.V. RESEARCH CENTERS PVT. LTD.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 42452
Date 3/11
Sign.

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 TRANSIT COPY

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **GSTIN/UNI: 36ACQFS2044C1Z7**

Customer Details	Invoice No.	13896
GV Research Centre Pvt Ltd	Invoice Date.	28-10-2020
Sy no. 542, Genome Valley, Turkapally, Hyderabad	PO No.	71516
	PO Date.	22-10-2020
	Req ID	60846
GSTIN : 36AAHCG4562D1ZP	Req Date	19-10-2020
	Loc Req No	163214

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
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	Black						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	70.00		8.40
	4.20	4.20	Total Invoice Amount	78.40		

Rupees : Seventy Eight and Paise Fourty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction