

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		06/11/20		Prepared by:		NEHA.CM	
PO/WO no.		70410		PO / WO Date.		15/09/20	
Supplier Name		Sri Venkateshwara traders		PO/WO amount		46,200/-	
Firm/Company		GV Research Centre's Pvt Ltd		Project		Innovation	
Sl. No.	Bill No.			Bill Date	Bill amount		
1	607			09/11/2020	46,200/-		
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						46,200/-	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.				☐ 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:						46,200/-	
Amount E – PO / WO value:						46,200/-	
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			20/11/2020				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha						
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. 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/-

GSTIN : 36BYRPS5583E1ZP

Cell : 9866390535

9949682284

9912990365

TAX INVOICE



SRI VENKATESHWARA TRADERS

Steel, Cement & Hardware

Whole Sale & Retail

Main Road, Vantimamidi, Mdl : Mulugu, Dist. Siddipet, T.S.

No. 607

Date 9/11/20

Name GURC Tharkerpally

S. No.	PARTICULARS	HSN ACS	QTY.	RATE	AMOUNT RS.	PS.
	PO. NO. - 70410 Brick 10 ⁸ / ₁₆		2000	22	44000	



Bank Details :

Bank Account No. A/c. 62322909677

Branch IFSC Code : SBIN0021278

SBI (SBH) BANK - MURAHARIPALLY

SGST

1100

CGST

1100

IGST

GRAND TOTAL

46200

For : Sri Venkateshwara Traders

Receiver's Signature

Authorized Signatory

Purchase Order

Page(s) 1 Of 1

19-Nov-20 10:48:39 AM

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

Sri Venkateshwara Traders
6-92, Anna Sagar, Chila Sagar, Medak - 502279.

GSTIN 36BYRPS5583E1ZP

9866390535

Doc No	70410	163172
Doc Date	15-09-2020	
Quote No	Nil	
Quote Date	15-09-2020	
SupplyType	Supply	

Kind Attn : Mr. Samala Narsimha Reddy

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 1004 - Building material - Cement Solid Blocks - 4 In x8 In x16 In - nos	2,000.00	22.00	0.00	5.00	46,200.00
Total Order Value . . .					46,200.00

Rupees : Fourty Six Thousand Two Hundred Only.

Terms and Conditions :-

Specification / Brand Items shall be of 25kgs approx.Strength minimum 30kgs/cm2, QC report a must!

Payment Terms Within 30 days of delivery of all materials & production of bill.

Tax All taxes included in above price.

Delivery Date As per request of Project Manager

Delivery Location Innopolis
Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana
Phone. 9502211011

Penalty For Delay Bills must be submitted to H.O. within 30days of supply of material. 10% pty on value of order will be deducted for delay in submission of bills.

Transportation Cost Included in the above price.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right items not confirming to qty & specs. Breakage in your account. Above order for 4545 purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Venkateshwara Traders**

Name : _____

Name : _____

Date : __/__/__

920

15/09/2020

GURC Thursteady

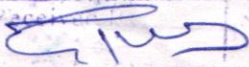
Bricks $4\frac{8}{16}$ 800/-

POW0 - 70410

AP29T

9240



INWARD	
Inward No: 1757	Dt: 15/09/20
MRN No:	
Place:	
SIGNED: 	
INWARD PROPERTIES PVT. LTD.	

Thursteady

921

15/09/2020

GURC Thirupally

POND - 70410

Bricks 10 1/2 1000-

TSISUR
3495



INWARD	
Inward No: 1758	Dt: 15/09/20
MRN No:	Dt:
Received By: [Signature]	Sign:

SMadhy

922

17/09/20
GURC Thuvka Pally

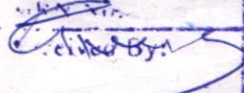
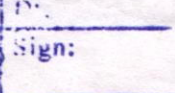
PONO - 70410

Brick $4\frac{8}{16}$ 400f

AP29T

9240

INWARD

RECEIVED FOR: 1760	DT: 17/09/20
Checked By: 	Sign: 
RESEARCH CENTERS PVT. LTD.	



42609



923

17/9/20

GURC Thorika Pally

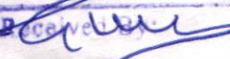
PONO - 70410

Bricks $4\frac{8}{16}$ 4001-

AP29T

92100



INWARD	
Inward No: 1761	Dt: 17/9/20
MRN No:	Dt:
Received By: 	Sign:
G.V. RESEARCH CENTERS PVT. LTD.	



Cement Blocks – Weekly Delivery Report

Company/ firm:	GVRC	Requisition nos.:	163172	Total PO quantity:	2000
Project:	Innopolis	PO No(s).	70410	Quantity delivered in earlier period:	-
Block /Flat / Villa no.:	A	Total material delivered	Yes/ No	Quantity delivered during week:	800
Supplier:	Sri Venkateshwara Traders	Close PO:	Yes / No	Balance quantity to be delivered:	-
Sign of security	<i>N. P. S.</i>	Sign of Admin	<i>H. S. S.</i>	Sign of Project manager	<i>H. S. S.</i>
Date	22.09.20	Date	22.09.20	Date	22.09.20

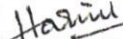
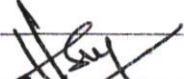
Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	17.09.20	13.00	16"x8"x8"	400	922	1760	83120
2.	17.09.20	15.00	16"x8"x8"	400	923	1761	83119
3.							
4.							
5.							
6.							
			TOTAL:	800			

Details of solid blocks – delivered during the week.

Note: 1. Report to be sent to HO every Saturday with delivery challans of this week with photos. 2. Report must have totals calculated. 3. Specify block size and block type (solid / hollow). 4. Total quantity and delivered quantity includes all types of blocks.

Cement Blocks – Weekly Delivery Report

Company/ firm:	GVRC	Requisition nos.:	163172	Total PO quantity:	2000
Project:	Innopolis	PO No(s).	70410	Quantity delivered in earlier period:	-
Block /Flat / Villa no.:	A	Total material delivered	Yes/ No	Quantity delivered during week:	1200
Supplier:	Sri Venkateshwara Traders	Close PO:	Yes / No	Balance quantity to be delivered:	800
Sign of security		Sign of Admin		Sign of Project manager	
Date	16.09.2020	Date	16.09.2020	Date	16.09.2020

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.	
1.	15.09.2020	16.30	16"x8"x4"	800	920	1757	82987	
2.	15.09.2020	16.30	16"x8"x4"	400	921	1758	82988	
			TOTAL:	1200				

Details of solid blocks – delivered during the week.

Note: 1. Report to be sent to HO every Saturday with delivery challans of this week with photos. 2. Report must have totals calculated. 3. Specify block size and block type (solid / hollow). 4. Total quantity and delivered quantity includes all types of blocks.

Requisition Form

Company Name:		GVRC		Date:		14.09.2020	
Site & Phase :		INNOPOLIS		Time:		17:00	
Supplier				Req. No.		163172	
Material required before date:			urgent		ID No.		
No	Description	Size	Quantity	Units	Inward No	Date	
1	Solid blocks	16"X8"X4"	2000	Nos			
2							
3							
4							
5							
6							
7							
8							
9							
Remarks : FOR 4545 PITS USE PURPOSE.							
Prepared By		HARINI.P		Approved by		VENKATESH.G	
Sign.& Date		14.09.2020		Sign. & Date		14.09.2020	



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