PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	5/11/20.	Prepared by:	D.SOWMYA
PO/WO no.	71723	PO / WO Date.	30/10/20
Supplier Name	SSllp.	PO/WO amount	3,936
Firm/Company	GVRC	Project	GVRC
Sl. No.	Bill No.	Bill Date	Bill amount
1	14040	4/11/20.	3,936
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3,936

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	11922	4/11/20	85040.	☑ 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:	3,936
Amount E – PO / WO value:	3,936
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	7.11.2020

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya	DS					
Date	5/11/20	20/11					

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/-

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		
GV Research Centre Pvt Ltd	Invoice No.	14040
Sy no. 542, Genome Valley, Turkapally, Hyderabad	Invoice Date.	04-11-2020
	PO No.	71723
	PO Date.	30-10-2020
	Req ID	61102
	Req Date	29-10-2020
GSTIN : 36AAHCG4562D1ZP	Loc Req No	163221

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10	230.00	2,300.00	12	276.00
2	7512 - Stationery - other - CD Marker - NA - nos Blue,Black,Red	9608	30	18.00	540.00	12	64.80
3	7544 - Stationery - other - Marker - NA - nos Blue,Blk,Red	9608	30	16.00	480.00	12	57.60
4	7532 - Stationery - other - Gum - 150ml - nos	9608	5	37.00	185.00	18	33.30
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IGST	CGST	SGST	Total Taxable Amount	3,505.00	431.70
	215.85	215.85	Total Invoice Amount	3,936.70	

Rupees : Three Thousand Nine Hundred Thirty Six and Paise Seventy Only.

for Summit Sales LLP

Authorised signatory

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 70909
Date 06/11
Sign. Neha

Subject to Hyderabad Jurisdiction

Purchase Order

 30-10-2020 14:54:48 Original

71723
30.10.20 4:42:53

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	**Doc No**	71723	163221
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	30-10-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	30-10-2020	
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	7555 - Stationery - other - Paper - A4 - bundles	10.00	230.00	0.00	12.00	2,576.00
2	7512 - Stationery - other - CD Marker - NA - nos *Blue,Black,Red*	30.00	18.00	0.00	12.00	604.80
3	7544 - Stationery - other - Marker - NA - nos *Blue,Blk,Red*	30.00	16.00	0.00	12.00	537.60
4	7532 - Stationery - other - Gum - 150ml - nos	5.00	37.00	0.00	18.00	218.30
					Total Order Value . . .	**3,936.70**

Rupees : Three Thousand Nine Hundred Thirty Six and Paise Seventy Only.

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:	28.10.20
Site & Phase :	INNOPOLIS	Time:	11:00
Supplier		Req. No.	163221
Material required before date:	urgent	ID No.	61102

No	Description	Size	Quantity	Units	Inward No	Date
1	Safety jackets (red)	STD	100	No's		
2	Safety jackets (Green)	STD	20	No's		
3	Safety helmets (white)	STD	15	No's		
4	Labour helmets (male) P.O.71723	STD	50	No's		
5	Labour helmets (female)	STD	20	No's		
6	Tourch light	STD	4	No's		
7	Paper bundels	A4	10	No's		
8	Cd markers (blue& black & red)	STD	10	No's		
9	Markers (blue& black & red)	STD	10	No's		
10	Glue stick	STD	05	No's		
11						

Remarks : For site office use purpose.

Prepared By	D.Radhika	Approved by	VENKATESH.G
Sign.& Date	28.10.2020	Sign. & Date	28.10.2020

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

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.	11922
GV Research Centre Pvt Ltd	DC Date.	04-11-2020
Sy no. 542, Genome Valley, Turkapally, Hyderabad	PO No.	71723
	PO Date.	30-10-2020
	Req ID	61102
	Req Date	29-10-2020
GSTIN : 36AAHCG4562D1ZP	Loc Req No	163221

	Description of Goods	HSN/SAC	Qty
1	7555 - Stationery - other - Paper - A4 - bundles	4810	10
2	7512 - Stationery - other - CD Marker - NA - nos	9608	30
3	7544 - Stationery - other - Marker - NA - nos	9608	30
4	7532 - Stationery - other - Gum - 150ml - nos	9608	5
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INWARD
Inward No 2022 Dt: 5/11/20
MRN No 65040 Dt:
Received By: Sign:
G.V. RESEARCH CENTERS PVT. LTD.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 43003
Date 20/11/20
Sign Neha

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

TRANSIT COPY

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

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Sy no. 542, Genome Valley, Turkapally, Hyderabad	Invoice Date.	04-11-2020
	PO No.	71723
	PO Date.	30-10-2020
	Req ID	61102
GSTIN : 36AAHCG4562D1ZP	Req Date	29-10-2020
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14							
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INWARD
Inward No: 2022 Dt: 5/11/20
MRN No: Dt:
Received By: Sign:
G.V. RESEARCH CENTERS PVT. LTD.

IGST	CGST	SGST				
			Total Taxable Amount	3,505.00		431.70
	215.85	215.85	Total Invoice Amount		3,936.70	

Rupees : Three Thousand Nine Hundred Thirty Six and Paise Seventy Only.

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