

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	24/12/2020	Prepared by:	T.D. Murthy
PO/WO no.	72228	PO / WO Date.	18/11/2020
Supplier Name	Summit Sales LLP	PO/WO amount	Rs. 22,652/-
Firm/Company	GV Reserch Centers PVT LTD	Project	Innopolis
Sl. No.	Bill No.	Bill Date	Bill amount
1.	14632	07/12/2020	Rs. 5,799/-
2.	-	-	-
3.	-	-	-
4.	-	-	-

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

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	12433	07/12/2020	-	☒ Yes ☐ No
2.	-	-	-	☐ Yes ☐ No
3.	-	-	-	☐ Yes ☐ No
4.	-	-	-	☐ Yes ☐ No

Amount B –Other Credits :

Amount C –Other Debits :

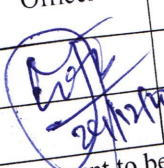
Amount D (D=A+B-C) – Amount to be credited to the supplier:

Amount E – PO / WO value:

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	26/12/2020

Remarks: Final bill received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	28/12/20						

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

1 of 1 : 07-12-2020

Customer Details				Invoice No.	14632		
GV Research Centre Pvt Ltd				Invoice Date.	07-12-2020		
Sy no. 542, Genome Valley, Turkapally, Hyderabad				PO No.	72228		
GSTIN : 36AAHCG4562D1ZP				PO Date.	18-11-2020		
				Req ID	61611		
				Req Date	17-11-2020		
				Loc Req No	163259		
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4746 - Electrical - other - LED Lights - NA - nos	9405	3	1726.00	5,178.00	12	621.36
	50w D915065						
2							
3							
4							
5							
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7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
Total Taxable Amount				5,178.00		621.36	
Total Invoice Amount				5,799.36			

Rupees : Five Thousand Seven Hundred Ninty Nine and Paise Thirty Six Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



 Authorised signatory

Requisition Form

Company Name:	GVRC	Date:	17.11.20
Site & Phase :	INNOPOLIS	Time:	17:00
Supplier		Req. No.	163259
Material required before date:	urgent	ID No.	61611

No	Description	Size	Quantity	Units	Inward No	Date
1	2 way extension boards 22270	2M	10	No's		
2	DOL starters	-	02	No's		
3	LED lights 22228	50W	10	No's		
4	MCB's	40Amps	6	No's		
5						
6						
7						
8						
9						
10						
11						

Remarks : FOR SITE USE PURPOSE PURPOSE.

Prepared By	P.HARINI	Approved by	
Sign. & Date	17.11.2020	Sign. & Date	

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



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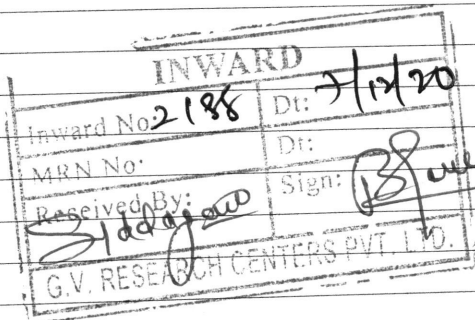
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Note: MRN Automatically closed for Summit Sales LLP

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13							
14							
15							
					5,178.00		621.36
IGST				CGST		SGST	
				310.68		310.68	
Total Taxable Amount							
Total Invoice Amount						5,799.36	

Rupees : Five Thousand Seven Hundred Ninty Nine and Paise Thirty Six Only.

Note MRN Automatically closed.

for Summit Sales LLP

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