PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	12/1/21	Prepared by:	NEHA
PO/WO no.	73455	PO / WO Date.	31/12/20
Supplier Name	SSLLP	PO/WO amount	1755
Firm/Company	GVDC	Project	Synergy Sq
Sl. No.	Bill No.	Bill Date	Bill amount
1	15240	7/1/21	1755
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1755

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	3427	6/1/21	87224	□ 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:	1755
Amount E – PO / WO value:	1755
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	15/1/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	12/1/20						

MANAGER PROCUREMENT
MINISH PARIKH
12 JAN 2021
APPROVED

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

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Discovery Center Pvt Ltd	Invoice No.	15240
sy 119,191 synergy square 1	Invoice Date.	07-01-2021
	PO No.	73455
	PO Date.	31-12-2020
	Req ID	62736
GSTIN : 36AAHCG4940K1ZC	Req Date	31-12-2020
	Loc Req No	13141

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7571 - Stationery - other - Projects folder - NA - nos		250	5.50	1,375.00	18	247.50
	A3-200,A4-50						
2	7560 - Stationery - other - Pen - NA - nos	9608	30	3.50	105.00	12	12.60
	Blue-Black						
3	7585 - Stationery - other - Sharpner - NA - nos	8214	3	3.00	9.00	12	1.08
4	7523 - Stationery - other - Eraser - NA - nos		3	1.50	4.50	18	0.80
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	1,493.50		261.98
	130.99	130.99	Total Invoice Amount		1,755.49	

Rupees : One Thousand Seven Hundred Fifty Five and Paise Fourty Nine Only.

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 73152
Date 8/1
Sign

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

Roll 15240

M/s GV Discovery Centr Pvt. Ltd.

Site: Sy no: 119, 191 Synergy - Square

DC No.	:	3427
Date	:	6/1/21
Vehicle No.	:	TS10UB8387
P.O. / W.O. No.	:	73455
P.O. / W.O. Date	:	31/12/20

Sl. No.	PARTICULARS	Quantity
1	Project folders :	250
2	Pens	30
3	Sharpners	3
4	Earzers	3
5		
6		
7		
8		
9		
10		
11		
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19		
20		

GSTIN : 36AAHCG4940K1ZC

Received the above materials in good condition.

Received by :

Stamp:

Date :

For SUMMIT SALES LLP

Authorised Signatory

Purchase Order

 31-12-2020 14:50:24 Original

73455
31.12.20 3:26:34

From Company : **G V Discovery Center Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-50003
G S T No. : 36AAHCG4940K1ZC

Supplier Details			
Summit Sales LLP	**Doc No**	73455	13141
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	31-12-2020	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	31-12-2020	
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	7571 - Stationery - other - Projects folder - NA - nos *A3-200,A4-50*	250.00	5.50	0.00	18.00	1,622.50
2	7560 - Stationery - other - Pen - NA - nos *Blue-Black*	30.00	3.50	0.00	12.00	117.60
3	7585 - Stationery - other - Sharpner - NA - nos	3.00	3.00	0.00	12.00	10.08
4	7523 - Stationery - other - Eraser - NA - nos	3.00	1.50	0.00	18.00	5.31
					Total Order Value . . .	**1,755.49**

Rupees : One Thousand Seven Hundred Fifty Five and Paise Fourty Nine 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	119, 191 Synergy Square 1 . Phone. .
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 office purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	

For ***G V Discovery Center Pvt Ltd***

Authorised Signatory

Name : ____________

Contact ..

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GVDC	Date:	30-12-20
Site & Phase :	SYNERGY 119,191	Time:	11:00 Hrs
		Req. No.	13141
Material required before date:	02-12-20	ID No.	62736

No	Description	Size	Quantity	Units	Inward No	Date
1	Leave application form books	STD	06	No's		
2	OT form books	STD	06	No's		
3	Debit vocher books	STD	03	No's		
4	Registers	STD	06	No's		
5	Gate pass books	STD	05	No's		
6	Job work sheet books	STD	04	No's		
7	drawing covers	A3	200	No's		
8	Pens(blue, black)	STD	30	No's		
9	Sharpener,eraser	STD	05	No's		
10	drawing covers	A4	50	No's		

P.O. 73455

Remarks: FOR OFFICE PURPOSE .

Prepared By:	Vineetha Reddy	Approved by	V.Ravi
Sign.& Date	30-12-20	Sign. & Date	30-12-20

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

APPROVED
12 JAN 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : 040 - 6633 5551

M/s GV Discovery Centr Pvt. Ltd

Site: Sy no: 119, 191 Synergy - Square

DC No.	:	3427
Date	:	6/1/21
Vehicle No.		TS10UB8387
P.O. / W.O. No.	:	73455
P.O. / W.O. Date	:	31/12/20

Sl. No.	PARTICULARS	Quantity
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MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 44418
Date: 9/1
Sign:

INWARD
Inward No: 324 Dt: 06-01-2021
MRN No. 87224 Dt: 3:37 pm
Received By: Sign:
G.V. Discovery Center Pvt. Ltd.

GSTIN : 36AAHCG4940K1ZC

Received the above materials in good condition.

Received by :

Stamp:

Date :

For SUMMIT SALES LLP

Authorised Signatory