PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	12/01/2021	Prepared by:	NEHA
PO/WO no.	73189	PO / WO Date.	22/12/2020
Supplier Name	Gautham Enterprises	PO/WO amount	2520/-
Firm/Company	GVRC	Project	Panopolis
Sl. No.	Bill No.	Bill Date	Bill amount
1	1126	02/01/2021	2520/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2520/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			87229	□ 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:	2520/-
Amount E – PO / WO value:	2520/-
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	18/01/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]					
Date	12/01/2021	12/1/21					

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 FOR RECIPIENT)

Gautham Enterprises 1-8-98/19, Vallabh Nagar,Begumpet, Secunderabad Pin-500016 Ph.27763763,40211963 GSTIN/UIN: 36ADIPA9683N1ZW State Name : Telangana, Code : 36 E-Mail : gautham_entps2424@yahoo.com	Invoice No. **1126**	Dated **2-Jan-21**
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date.	Other References
Consignee (Ship to) **G V Reaserch Centers Pvt Ltd** 5-4-187/3&4, IInd Floor Soham Mansion MG Road Secunderabad-500003 GSTIN/UIN : 36AAHCG4562D1ZP State Name : Telangana, Code : 36	Buyer's Order No. **Po no: 73189 dt: 22/12/20**	Dated **2-Jan-21**
	Dispatch Doc No.	Delivery Note Date
	Dispatched through **Balu**	Destination
Buyer (Bill to) **G V Reaserch Centers Pvt Ltd** 5-4-187/3&4, IInd Floor Soham Mansion MG Road Secunderabad-500003 GSTIN/UIN : 36AAHCG4562D1ZP State Name : Telangana, Code : 36	Terms of Delivery	

Sl No	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**6 kg**	420.00	355.93	kg		**2,135.58**
	CGST Output - 9%					*9*	%		**192.20**
	SGST Output - 9%					*9*	%		**192.20**
	Rounded Off								**0.02**
	Total			**6 kg**					**₹ 2,520.00**

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 73201
Date: 4/1
Sign:

INWARD
Inward No: 2388 Dt: 6/1/21
MRN No 87229 Dt: "
Received By: Sign:
G.V. RESEARCH CENTERS PVT. LTD.

Amount Chargeable (in words) E. & O.E

INR Two Thousand Five Hundred Twenty Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200	2,135.58	9%	192.20	9%	192.20	384.40
Total	**2,135.58**		**192.20**		**192.20**	**384.40**

Tax Amount (in words) : **INR Three Hundred Eighty Four and Forty paise Only**

Company's Bank Details
Bank Name : **Andhra Bank**
A/c No. : **022231043001908**
Branch & IFS Code : **Ameerpet Br & UBIN0802221**

for Gautham Enterprises

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Authorised Signatory

GAUTHAM ENTERPRISES Begumpet, Secunderabad-16.

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 23-12-2020 12:04:18 Ori

73189

16.12.20 11:40:30

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			
Gautham Enterprises Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad	**Doc No**	73189	163293
	Doc Date	22-12-2020	
	Quote No	Nil	
GSTIN 36ADIPA9683N12W NA	**Quote Date**	22-12-2020	
2776-3763 / 6633-8763 9848035963	**SupplyType**	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4011 - Consumables - Coffee Powder - NA - kgs	6.00	420.00	0.00	0.00	2,520.00
					Total Order Value . . .	**2,520.00**

Rupees : Two Thousand Five Hundred Twenty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'NCL' brand.
Payment Terms	100% Advance
Tax	All taxes included in above price.
Delivery Date	With in 4 days
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. 9502211011
Penality For Delay	Nil
Transportation Cost	Included
Warranty	Nil
Advance Paid	Rs.31,000/- by RTGS
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for revision of stock in SSLLP stores purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

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

Authorised Signatory

23/12/2020

Name : ______

Contact

Accepted the above Terms And Conditions

For ***Gautham Enterprises***

Name : ______

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	21.12.20
Site & Phase :	INNOPOLIS	Time:	14.00
Supplier		Req. No.	163293
Material required before date:	Urgent	ID No.	62502

No	Description	Size	Quantity	Units	Inward No	Date
1	Coffee Powder	01 Kgs	06	Nos		
2						
3						
4						
5						
6	73189					
7						
8						
9						
10						

APPROVED
23 DEC 2020
MINISH PARIKH
MANAGER PROCUREMENT

Remarks : For Site Office Work Purpose.

Prepared By	Rahul.T	Approved by	Venkatesh.G
Sign.& Date	21.12.20	Sign. & Date	21.12.20

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