PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 17/02/21 | Prepared by: | NEHA |
| PO/WO no. | 74271 | PO / WO Date. | 30/01/21 |
| Supplier Name | Shah Traders | PO/WO amount | 2,844/- |
| Firm/Company | GV Research Centres Pvt. Ltd | Project | Innopolis |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 2458 | 10/02/21 | 2,704/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 2,704/- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | | | 88543 | ☑ 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: | 2,704/- |
| Amount E – PO / WO value: | 2,844/- |
| 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 | 19/02/21 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | [signature] | [signature] | [signature] APPROVED 18 FEB 2021 MINISH PARIKH MANAGER PROCUREMENT | | | | |
| Date | 17/02/21 | 17/2 | | | | | |

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/-

TRIPLICATE

TAX INVOICE

~~CASH~~ / CREDIT

# SHAH TRADERS

2002-B, 4-5-118/26,G Floor,Inside Lala Temple Compound, Lala Temple Street,
Ranigunj, Secunderabad - 500 003, Telangana.
Phone Nos. 040-66382045, 27710679. Cell : 9391013030, 6301785490
Email : ajitshah58@gmail.com

**GSTIN : 36ADVPS0266J1ZW**

| Details of Receiver \| Billed To | Invoice Number : 2458 | Invoice Date | : 10-02-2021 |
|---|---|---|---|
| **G V RESEARCH CENTERS PVT LTD** | | P.O No. | : 74271 / 163334 |
| M G ROAD, SECUNDERABAD | | D.C No. | : DT 30-01-2021 |
| | | Vehicle No | : AP10W8652 |
| SECUNDERABAD | Pin No : | Transporter | : |
| Telangana | | L.R No. | : |
| GSTIN : 36AAHCG4562D1ZP | | Payment Due Date | : 10-02-2021 |
| Phone : | | | |

Delivery address : SY NO 542 GENOME VALLEY, TURKAPALLY, HYDERABAD, TELANGANA

| S No | Description | HSN / SAC | Qty KGS | Qty NOS | Rate | Taxable Value | CGST Rate% | SGST Rate% | IGST Rate% | Net Amount |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | M S FLAT 32X6mm | 7211 | 48.50 | | 47.25 | 2291.62 | 9.00 | 9.00 | | 2704.11 |
| | TOTAL | | 48.50 | | | 2291.62 | | | | 2704.11 |

INWARD
Inward No 2496 Dt: 10/2/21
MRN No 88543 Dt: 10/2/21
Received By: Sign: KSkumar
G V RESEARCH CENTERS PVT. LTD

Invoice Amt in words : Two Thousand Seven Hundred Four Rupees Only

Bank Details :
HDFC BANK
ACCOUNT NO. 00428620000165
BRANCH: S D ROAD,SECUNDERABAD
IFSC CODE: HDFC0000042

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 71291
Date: 11/2/21

| | |
|---|---|
| Gross Amount | 2,291.62 |
| | |
| Add : CGST | 206.25 |
| Add : SGST | 206.25 |
| Add : IGST | |
| TCS @ 0.075% | |
| Round Off Amount | -0.11 |
| **Total Amount :** | **2,704.00** |

Customer's Signature

Terms & Conditions :-
1) The goods once sold will not be taken back and No claim for shortage or damage will be entertained unless lodged
2) Interest will be charged @ 18% per annum if payment is not made within 30 days.
3) Our responsibility ceases no sooner goods are handed over to the carrying agency.
4) Payment Strictly by Account Payees Cheques / RTGS only.
5) Subject to Hyderabad Jurisdiction only. E & O.E.

**For SHAH TRADERS**

**Authorised Signatory**

# Purchase Order

 30-01-2021 15:00:52

74271
29.01.21 12:31:49

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-5
G S T No. : 36AAHCG4562D1ZP

| **Supplier Details** | | | |
|---|---|---|---|
| Shah Traders | **Doc No** | 74271 | 163334 |
| 5-5-156, Lala Temple Road, Ranigunj, Secunderabd. | **Doc Date** | 30-01-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ADVPS0266J1ZW 66388461 | **Quote Date** | 30-01-2021 | |
| 66382045 9391678801 | **SupplyType** | Supply | |

**Kind Attn : Mr. Ajit Shah**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 8014 - Steel - other - MS Flat Patti - other - kgs<br>*1 1/4" x 6mm thick - 06 lengths* | 51.00 | 47.25 | 0.00 | 18.00 | 2,843.51 |
| | **Total Order Value . . .** | | | | | **2,843.51** |

Rupees : Two Thousand Eight Hundred Fourty Three and Paise Fifty One Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | Items shall be of 8.5kgs wt. per each length approx. weighment slip must be attach. |
| **Payment Terms** | Within 15 days of delivery & production of bill. |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | Next day. |
| **Delivery Location** | Innopolis<br>Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana<br>Phone. 9502211011 |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Extra. |
| **Warranty** | Nil |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Above order for landscape railing purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Name : 30/01/2021

Accepted the above Terms And Conditions

For *Shah Traders*

Name : ______________

Date : __/__/____

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | GVRC | Date: | 29.01.2021 |
| Site & Phase : | INNOPOLIS | Time: | 11:30 |
| Supplier | | Req. No. | 163334 |
| Material required before date: | | ID No. | 63455 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | **MS flat patti - 4mm thick (20' length)** | 11/4" | 06 | No's | ← 47.25 + 1 Rs. | |
| 2 | Gure | | | | ← wt: 8.5 Kgs | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | APPROVED 30 JAN 2021 MINISH PARIKH MANAGER PROCUREMENT | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: For landscape railing purpose.

| | | | |
|---|---|---|---|
| Prepared By | MALLIKARJUN | Approved by | VENKATESH.G |
| Sign.& Date | 29.01.2021 | Sign. & Date | 29.01.2021 |

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

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | | Date: | |
| Site & Phase : | | Time: | |
| Supplier | | Req. No. | |
| Material required before date: | | ID No. | |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks:

| | | | |
|---|---|---|---|
| Prepared By | | Approved by | |
| Sign.& Date | | Sign. & Date | |

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