

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 5/3/21		Prepared by: NEHA	
PO/WO no. 75091		PO / WO Date. 23/2/21	
Supplier Name SSKLP		PO/WO amount 1008/-	
Firm/Company GIVRC		Project Innopolis.	
Sl. No.	Bill No.	Bill Date	Bill amount
1	16155	25/2/21	773/-
2			/
3			/
4			/
Amount A - Bills total(Excluding Transport & Hamali Charges):			773/-
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.	13808	25/2/21	89311 ☐ 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:			773/-
Amount E - PO / WO value:			1008/-
Amount F - Difference (A - E): GST-18%			235/-
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		5/3/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date			

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 25-02-2021

ORIGINAL INVOICE

Customer Details				Invoice No.		16155	
GV Research Centres Pvt Ltd				Invoice Date.		25-02-2021	
Sy no. 542, Genome Valley, Turkapally, Hyderabad				PO No.		75091	
				PO Date.		23-02-2021	
				Req ID		64155	
GSTIN : 36AAHCG4562D1ZP				Req Date		22-02-2021	
				Loc Req No		163378	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7507 - Stationery - other - Box file - Big - nos		10	37.00	370.00	12	44.40
2	7560 - Stationery - other - Pen - NA - nos blue-60 ,black-50	9608	50	3.50	175.00	12	21.00
3	7594 - Stationery - other - Stapler pin - other - boxes small	7415	5	6.00	30.00	18	5.40
4	7533 - Stationery - other - Highlighter - NA - nos	9608	3	19.00	57.00	18	10.26
5	7515 - Stationery - other - Chalkpiece - NA - boxes	2509	10	6.00	60.00	0	0.00
6							
7							
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11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		692.00	81.06
		40.53	40.53	Total Invoice Amount		773.06	

Rupees : Seven Hundred Seventy Three and Paise Six Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Of 1

23-02-2021 12:19:13

Origin:



75091

23.02.21 5:16:09

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

5-4-187/3&4, II nd floor, Soham Mansion, MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No

75091

163378

Doc Date

23-02-2021

Quote No

Nil

Quote Date

23-02-2021

SupplyType

Supply

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7507 - Stationery - other - Box file - Big - nos	10.00	37.00	0.00	12.00	414.40
2 7560 - Stationery - other - Pen - NA - nos blue-60, black-50	110.00	3.50	0.00	12.00	431.20
3 7594 - Stationery - other - Stapler pin - other - boxes small	5.00	6.00	0.00	18.00	35.40
4 7533 - Stationery - other - Highlighter - NA - nos	3.00	19.00	0.00	18.00	67.26
5 7515 - Stationery - other - Chalkpiece - NA - boxes	10.00	6.00	0.00	0.00	60.00
Total Order Value . . .					1,008.26

Rupees : One Thousand Eight and Paise Twenty Six 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

Penalty 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**

part material received
 @ 16155 - 25/2/21 - 773/-
 Balan - 235/-
 9/02/21
 5/3/21

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

23/02/2021

Name : _____

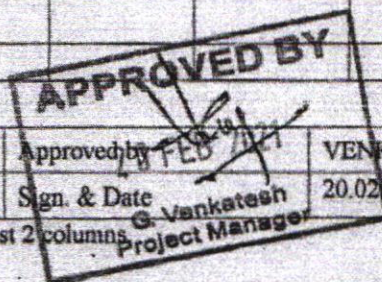
Date : ____/____/____

Contact :-

Requisition Form

Company Name:		GVRC		Date:		20.02.2021	
Site & Phase :		INNOPOLIS		Time:		15.33	
Supplier				Req. No.		163378	
Material required before date:				ID No.		64155	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Box file	Big	10	Nos			
2	Blue pen		06	Pkts			
3	Black pen		05	Pkts			
4	Stapler pins	Small	05	Boxes			
5	Highlighter		03	Nos			
6	Chalk piece		10	Box			
7							
8							
9							
10							
Remarks : For Office use purpose.							
Prepared By		MOUNIKA		Approved by		VENKATESH G	
Sign. & Date		20.02.2021		Sign. & Date		20.02.2021	

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



Summit Sales LLP

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

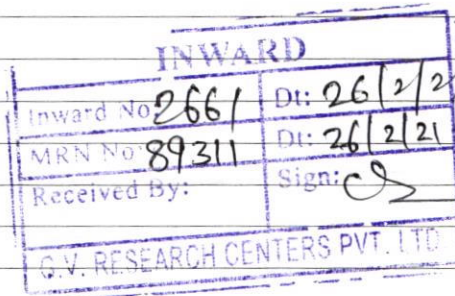
Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

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TRANSIT COPY

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