

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: <u>25/3/21</u>		Prepared by: <u>NEHA</u>	
PO/WO no. <u>75891</u>		PO / WO Date. <u>23/2/21</u>	
Supplier Name <u>SSLP</u>		PO/WO amount <u>1,008.26</u>	
Firm/Company <u>GVRG</u>		Project <u>Propose</u>	
Sl. No.	Bill No.	Bill Date	Bill amount
1	<u>16351</u>	<u>9/3/21</u>	<u>235.2</u>
2			
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			<u>235.2</u>
Sl. No.	DC .No	DC. Date	MRN No.
1.	<u>13997</u>	<u>9/3/21</u>	<u>89859</u>
2.			
3.			
Amount B –Other Credits : Transportation charges/Charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			<u>235.2</u>
Amount E – PO / WO value:			<u>1008.26</u>
Amount F – Difference (A – E): GST-18%			<u>773</u>
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. <u> </u> /- ☒ No	
Payment – due date		<u>31/3/21</u>	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:	<u>[Signature]</u>	<u>[Signature]</u>	<u>[Signature]</u>
Date	<u>25/3/21</u>	<u>25/3/21</u>	<u>25/3/21</u>

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

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 09-03-2021

Supplier / Customer / Transporter - Copy

Customer Details				Invoice No.		16351	
GV Research Centres Pvt Ltd Sy no. 542, Genome Valley, Turkapally, Hyderabad GSTIN: 36AAHCG4562D1ZP				Invoice Date.		09-03-2021	
				PO No.		75091	
				PO Date.		23-02-2021	
				Req ID		64155	
				Req Date		22-02-2021	
				Loc Req No		163378	
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7560 - Stationery - other - Pen - NA - nos blue-60 ,black-50	9608	60	3.50	210.00	12	25.20
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
IGST				CGST		SGST	
				12.60		12.60	
Total Taxable Amount				210.00		25.20	
Total Invoice Amount				235.20			
Rupees : Two Hundred Thirty Five and Paise Twenty Only.							

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction



Purchase Order

Page(s) 1 OF 1

23-02-2021 12:19:13

Origin:



75091

23.02.21 5:16:09

From 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/-
Balance - 235/-
Total 16390/-
5/3/21

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Name :

Contact :-

Accepted the above Terms And Conditions

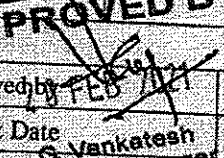
For **Summit Sales LLP**

Name :

Date : _/_/

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		Sgn. & Date		20.02.2021	

APPROVED BY

G. Venkatesh
 Project Manager

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

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

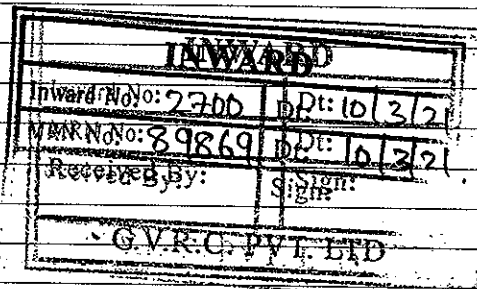
Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

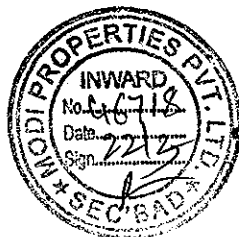
1 of 1 : 09-03-2021

Customer Details		DC No.	13997
GV Research Centres Pvt Ltd		DC Date.	09-03-2021
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
1	7560 - Stationery - other - Pen - NA - nos	9608	60
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Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory