PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18-04-21	Prepared by:	PRABHAKAR
PO/WO no.	74234	PO / WO Date.	30-1-21
Supplier Name	SUMMIT SALES LLP	PO/WO amount	678.50
Firm/Company	GV Research Centers Pvt Ltd	Project	Innopolis
Sl. No.	Bill No.	Bill Date	Bill amount
1	15693	2-2-21	678.50
2			
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			678.50

Sl. No.	DC.No	DC. Date	MRN No.	DC matches MRN
1.			88230	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits : Transportation charges/Charges	-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	678.50
Amount E – PO / WO value:	678.50
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	**26-04-21**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		15/4					

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

Customer Details	Invoice No.	15693
GV Research Centres Pvt Ltd	Invoice Date.	02-02-2021
Sy no. 542, Genome Valley, Turkapally, Hyderabad	PO No.	74239
	PO Date.	30-01-2021
	Req ID	63450
GSTIN : 36AAHCG4562D1ZP	Req Date	29-01-2021
	Loc Req No	163335

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	2117 - Carpentry - hardware - Measuring tape - 5mtrs	9017	5	115.00	575.00	18	103.50
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	575.00		103.50
	51.75	51.75	Total Invoice Amount	678.50		

Rupees : Six Hundred Seventy Eight and Paise Fifty Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 14-Apr-21 1:51:03 PM Original / Office Copy / Purchase Div.Copy

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	**Doc No**	74239	163335
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	30-01-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	30-01-2021	
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	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	5.00	115.00	0.00	18.00	678.50
					Total Order Value . . .	**678.50**

Rupees : Six Hundred Seventy Eight and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	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
Penality For Delay	Nil
Transportation Cost	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 Reserch Centers Pvt Ltd***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

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

Customer Details	DC No.	13378
GV Research Centres Pvt Ltd	DC Date.	02-02-2021
Sy no. 542, Genome Valley, Turkapally, Hyderabad	PO No.	74239
	PO Date.	30-01-2021
	Req ID	63450
GSTIN : 36AAHCG4562D1ZP	Req Date	29-01-2021
	Loc Req No	163335

	Description of Goods	HSN/SAC	Qty
1	2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	9017	5
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
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30			

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Requisition Form

Company Name:	GVRC		Date:		29.01.2021	
Site & Phase :	INNOPOLIS		Time:		14.28	
Supplier			Req. No.		163335	
Material required before date:			ID No.			

No	Description	Size	Quantity	Units	Inward No	Date
1	Measuring tape with spirit level	5m	10	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks : For site use purpose.

Prepared By	MOUNIKA	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.

APPROVED
14 APR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Re: Inward and material received confirmation

From: mounika M (mounika@modiproperties.com)

To: prabhakar@modiproperties.com

Date: Monday, 19 April, 2021, 12:37 pm IST

Dear prabhakar sir,

Bill no- 15693, PO-74239 inward no-2462 inward date-03.02.21 ,MRN no-88230 dt-03.02.21

Bill no-15692- PO-74334 inward no-2461 inward date -03.02.21,MRN no-88231 dt-03.02.21

Regards

Mounika
Gvrc.

On Monday, April 19, 2021, 12:05:56 PM GMT+5:30, Prabhakar P <prabhakar@modiproperties.com> wrote:

Regards,

P Prabhakar
Sr.Manager Purchase | +91 95022 77299 | prabhakar@modiproperties.com
Modi Properties Pvt. Ltd. | www.modiproperties.com
5–4–187/ 3 & 4, M G Road, Secunderabad – 03 | +91 40 66335551
Don't just buy a flat or villa! Buy a great lifestyle!
We build affordable flats & villas in gated communities.

----- Forwarded message -----
From: Prabhakar P <prabhakar@modiproperties.com>
To: Gvrc . <gvrc@modiproperties.com>
Cc: mounika.m . <mounika.m@modiproperties.com>; Venkatesh . <venkatesh@modiproperties.com>
Sent: Saturday, 17 April, 2021, 03:26:13 pm IST
Subject: Inward and material received confirmation

Dear Mounica,

Send me the inward, MRN, and material received dates and material with concern PO by today evening.

Bill no- 15693, PO-74239
Bill no-15692- PO-74334

Regards,

P Prabhakar
Sr.Manager Purchase | +91 95022 77299 | prabhakar@modiproperties.com