missing Bill

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/04/2021	Prepared by:	T.D. Murthy
PO/WO no.	75066	PO / WO Date.	22/02/2021
Supplier Name	Summit Sales LLP	PO/WO amount	Rs. 5,761/-
Firm/Company	GV Discovery Center PVT LTD	Project	119,191 Synergy Square 1
Sl. No.	Bill No.	Bill Date	Bill amount
1.	16643	25/03/2021	Rs. 4,801/-
2.	-	-	-
3.	-	-	-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 4,801/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	3545	03/03/2021	90693	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.	-	-	-	☐ Yes ☐ No
4.	-	-	-	☐ Yes ☐ No

Amount B –Other Credits :	-
Amount C –Other Debits :_	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	Rs. 4,801/-
Amount E – PO / WO value:	Rs. 5,761/-
Amount F – Difference (A – E):	Rs. -960/-
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	**24/04/2021**

Remarks: **Final bill received.**

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	22/4	22/4					

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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 ORIGINAL INVOICE

#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.	16643
GV Discovery Center Pvt Ltd	Invoice Date.	25-03-2021
119,191, Synergy Square1	PO No.	75066
	PO Date.	22-02-2021
	Req ID	64079
	Req Date	19-02-2021
GSTIN : 36AAHCG4940K1ZC	Loc Req No	13168

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	8131 - Steel - other - Ms-doors - Other - nos	7308	5	813.75	4,068.75	18	732.38
	2'0 x 5'0						
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	4,068.75	732.38
	366.19	366.19	Total Invoice Amount	4,801.13	

Rupees : Four Thousand Eight Hundred One and Paise Thirteen Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

MODI PROPERTIES PVT. LTD. INWARD No. Date. Sign. SEC'BAD

MODI PROPERTIES PVT. LTD. INWARD No: 75975 Date: 30/3 Sign: P

GVDC

Recd 11/3/21

DELIVERY CHALLAN

SUMMIT SALES LLP

5-4-187/3 & 4 II Floor, M.G. Road, secunderabad - 500 003.
Tel : ~~040 - 6633 5551~~

M/s: ~~G.V. R.~~ C.M.C.M.E.T.
M.C. Modi Educational Trust

Site:

DC No.	: 3545
Date	: 3/3/21
Vehicle No.	: TS10UB 8587
P.O. / W.O. No.	: 75066
P.O. / W.O. Date	: 22/2/21

Sl. No.	PARTICULARS	Quantity
1	M.S. Steel door 2'x05'	05 Nos
2		
3		
4		
5		
6		
7		
8		
9		
10	MRN 90698	
11		
12	Inward No. 490	
13		
14	20/3/21	
15		
16		
17		
18		
19		
20		05 Nos

GSTIN :

Received the above materials in good condition.

Received by : S.K. Raju

Stamp:

Date : 3/3/21

For SUMMIT SALES LLP

3/3/21

Authorised Signatory

Purchase Order

 21-04-2021 14:07:48

~~Original~~ / Office Copy / ~~Purchase Div.Copy~~

From Company :	**G V Discovery Center Pvt Ltd** 5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-50003 G S T No. : 36AAHCG4940K1ZC

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	75066	13168
	Doc Date	22-02-2021	
GSTIN 36ACQFS2044C1Z7	**Quote No**	Nil	
040-66335551 9618244433	**Quote Date**	22-02-2021	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8131 - Steel - other - Ms-doors - Other - nos *2'0 x 5'0*	6.00	813.75	0.00	18.00	5,761.35
			Total Order Value . . .			**5,761.35**

Rupees : Five Thousand Seven Hundred Sixty One and Paise Thirty Five Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 1st quality. L angle frame only.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next day.
Delivery Location	119, 191 Synergy Square 1 - Phone. -
Penality For Delay	Nil
Transportation Cost	Included 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 Temporary toilets purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

→ PO is missing. Please give "NOC" for Bill Clearing
22/4/21.

For ***G V Discovery Center Pvt Ltd***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GVDC	Date:	19.02.2021
Site & Phase :	SYNERGY 119,191	Time:	11:00 Hrs
		Req. No.	13168
Material required before date:	urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	M.S Door frames	2'X5'	6	Nos		
2	M.S Door Shutters	2'X5'	6	Nos		
3	Cement ventilators	2'X1'	6	Nos		
4	Man hole covers and frames	2'-0"X2'-0"	3	Nos		
5	Earth pit chambers and covers	9"x12"	4	Nos		
6	Man hole covers and frames	3'-6"X3'-6"	1	Nos		

Remarks: FOR TEMPORARY TOILETS BORE WELL MAN HOLE & ERTH PIT MAN HOLE USE PURPOSE .

Prepared By:	Vineetha Reddy	Approved by	K.Narsing rao
Sign.& Date	19.02.2021	Sign. & Date	

APPROVED
22 FEB 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

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

0- 3341

Summit Sales LLP

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

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

TRANSIT COPY

Supplier / Customer / Transporter - Copy

Customer Details

GV Discovery Center Pvt Ltd
119,191, Synergy Square1

GSTIN : 36AAHCG4940K1ZC

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PO No.	75066
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IGST	CGST	SGST				
			Total Taxable Amount	4,068.75		732.38
	366.19	366.19	Total Invoice Amount	4,801.13		

Rupees : Four Thousand Eight Hundred One and Paise Thirteen Only.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 494	Dt: 30/03/21
MRN No: 90693	Dt: 12:00
Received By: R. Sahiq	Sign:
Genome Valley Discovery Center Pvt	