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PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	7/5/21	Prepared by:	Prabhakar
PO/WO no.	75934	PO / WO Date.	26/3/21
Supplier Name	Gautham Enterprises	PO/WO amount	3725-00
Firm/Company	GIVRC	Project	Innopolis
Sl. No.	Bill No.	Bill Date	Bill amount
	77	15/4/21	3725-00
			/
Amount A – Bills total(Excluding Transport & Hamali Charges):			3725-00.

Sl. No.	DC.No	DC. Date	MRN No.	DC matches MRN
1.	/	/	91561	☑ Yes ☐ No
2.	/	/		☐ Yes ☐ No
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:	3725-00
Amount E – PO / WO value:	3725-00
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	10/5/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		7/5/21					

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/-

(ORIGINAL FOR RECIPIENT)

TAX INVOICE

Gautham Enterprises
1-10-98/19, Vallabh Nagar,Begumpet, Secunderabad
Pin-500016 Ph.27763763,40211963
GSTIN/UIN: 36ADIPA9683N1ZW
State Name : Telangana, Code : 36
E-Mail : gautham_entps2424@yahoo.com

Consignee (Ship to)
G V Reaserch Centers Pvt Ltd
5-4-187/3&4, IInd Floor Soham Mansion
MG Road Secunderabad-500003
GSTIN/UIN : 36AAHCG4562D1ZP
State Name : Telangana, Code : 36

Buyer (Bill to)
G V Reaserch Centers Pvt Ltd
5-4-187/3&4, IInd Floor Soham Mansion
MG Road Secunderabad-500003
GSTIN/UIN : 36AAHCG4562D1ZP
State Name : Telangana, Code : 36

75834

Invoice No. **77**	Dated **15-Apr-21**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References **Vechile No: TS10 UB3122**
Buyer's Order No. **Po no: 75934 dt: 26-3-21**	Dated **15-Apr-21**
Dispatch Doc No.	Delivery Note Date
Dispatched through **Mr.Shekar**	Destination
Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**5 kg**	420.00	355.93	kg		**1,779.65**
2	**Nestea Lemon 1 Kg**	21012090	18 %	**5 nos**	325.00	275.42	nos		**1,377.10**
									3,156.75
	CGST Output - 9%					9	%		**284.11**
	SGST Output - 9%					9	%		**284.11**
	Rounded Off								**0.03**
	Total								**₹ 3,725.00**

INWARD
Inward No. 8959 Dt. 26/5/21
MRN No. 91571 Dt: 9
Received By Sign:
G.V. RESEARCH CENTERS PVT. LTD.

Amount Chargeable (in words) E. & O.E
INR Three Thousand Seven Hundred Twenty Five Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200	1,779.65	9%	160.17	9%	160.17	320.34
21012090	1,377.10	9%	123.94	9%	123.94	247.88
Total	**3,156.75**		**284.11**		**284.11**	**568.22**

Tax Amount (in words) : **INR Five Hundred Sixty Eight and Twenty Two paise Only**

Company's Bank Details
Bank Name : **Union Bank of India**
A/c No. : **022231043001908**
Branch & IFS Code : **Ameerpet Br & UBIN0802221**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Gautham Enterprises

GAUTHAM ENTERPRISES Begumpet, Secunderabad-16.

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 79994
Date 29/4
Sign

Purchase Order

 26-03-2021 16:22:04

75934
24.03.21 11:13:31

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-5000..
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Gautham Enterprises	**Doc No**	75934	163424
Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad	**Doc Date**	26-03-2021	
	Quote No	Nil	
GSTIN 36ADIPA9683N12W NA	**Quote Date**	26-03-2021	
2776-3763 / 6633-8763 9848035963	**SupplyType**	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4060 - Consumables - Tea Powder - NA - kgs *Lemon Tea Powder*	5.00	325.00	0.00	0.00	1,625.00
2	4011 - Consumables - Coffee Powder - NA - kgs	5.00	420.00	0.00	0.00	2,100.00
					Total Order Value . . .	**3,725.00**

Rupees : Three Thousand Seven Hundred Twenty Five 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
Penality 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	

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Name :

Contact ..

Accepted the above Terms And Conditions

For *Gautham Enterprises*

Name :

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	26.03.2021
Site & Phase :	INNOPOLIS	Time:	10.03
Supplier		Req. No.	163424
Material required before date:		ID No.	64987

No	Description	Size	Quantity	Units	Inward No	Date
1	LEMON TEA POWDER	05	PKTS			
2	COFFE POWDER	05	PKTS			
3						
4						
5						
6	75934					

Remarks : For site office use purpose

Prepared By	MOUNIKA	Approved by	VENKATESH.G
Sign.& Date	26.03.2021	Sign. & Date	26.03.2021

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

APPROVED
27 MAR 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

APPROVED BY
25 MAR 2021
G. Venkatesh
Project Manager