PURCHASE DIVISION
Advice for approval for credit to supplier

ate:	23/06/21	Prepared by:	K. Praveen
)/WO no.	77026	PO / WO Date.	06/05/21
pplier Name	G. Krishna Murty & Sons	PO/WO amount	500
m/Company	GV Research centers Pvt Ltd	Project	Innopolis
No.	Bill No.	Bill Date	Bill amount
	077	12/06/21	500

ount A – Bills total(Excluding Transport & Hamali Charges):	500

No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	077	12/06/21	92858	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

ount B – Other Credits : Transportation charges	–
ount C – Other Debits :	–
ount D (D=A+B-C) – Amount to be credited to the supplier:	500
ount E – PO / WO value:	500
ount F – Difference (A – E): GST-18%	500 –

ntity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Other (explained below)
ifference between PO / Bill acceptable?	□ ~~Yes □ No (explained~~ below)
ess / short material received	□ ~~Approved – within acceptable limits~~ □ No (explained below)
e PO / W?O	☑ Yes □ No – wait for balance material □ No (explained below)
ance paid / PDC given (deduct when paying)	□ Yes – Rs. –/- □ No
nent – due date	28/06/21

arks:

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pproved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
:	Praveen		APPROVED 23 JUN 2021				
	23/06/21.						

: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach onal sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see ment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 10,000/-. Purchase Manager or Procurement M...

Under Composition Scheme

G. KRISHNA MURTHY & SONS

Dealers In : Detergents, Disinfectant, House Keeping Materials, General Goods & waxes

3-1-448, General Bazar, Secunderabad -3.

Cell - 97036 - 163482

No. 077 Date: 12/6/2021

M/s. R.V. Research Centre Pvt Ltd

Qty.	PARTICULARS	Rate	Amount Rs.	Ps.
Sl-	Cellar care.		500	--
			TOTAL	500 -

INWARD
Inward No: 4026
MRN No: 92858 Dt: 21/6/21
Received By: Dt:
Sign.

G.V.R.C. PVT. LTD.

No. 81384
Date 23/6
Sign.

Goods once sold will not be taken back or exchanged.

Signature

 10-05-2021 14:46:33

Purchase Order

Origi

77026
06.05.21 4:35:3

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50000
G S T No. : 36AAHCG4562D1ZP

Supplier Details

G. Krishna Murthy & Sons
3-4-448, General Bazar, Secunderabad -3.

GSTIN 36ACPPG6253J1Z9
040-66338850/27810914 9849049544

Doc No	77026	163482
Doc Date	10-05-2021	
Quote No	Nil	
Quote Date	10-05-2021	
SupplyType	Supply	

Kind Attn : Mr. Raja Shekar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4051 - Consumables - Polythene Covers - other - pkts	5.00	100.00	0.00	0.00	500.00
Rupees : Five Hundred Only.					**Total Order Value . . .**	**500.00**

Terms and Conditions :-

Specification / Brand	All Items shall be of 1st qlty.
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. 9502211011
Penality For Delay	Nil
Transportation Cost	Transport cost shall be bome 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 ofice purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

12-5/

Requisition Form

Company Name:	GVRC	Date:	08.05.2021
Site & Phase :	INNOPOLIS	Time:	16:48
Supplier		Req. No.	163482
Material required before date:	12.05.2021	ID No.	66018

No	Description	Size	Quantity	Units	Inward No	Date
1	Vim bar	Small	04			
2	Surf packets	1/2 kg	04			
3	Coline	1 ltr	08			
4	Harpic	Std	06			
5	Dettol	Std	10			
6	Room spray	Std	02			
7	Yellow cloth	Std	20			
8	Cotton cloth	Std	20			
9	Mopping stick 77025	Std	03			
10	wiper 77026	Std	03			
11	Bombay brooms	Big	05			
12	Cob web sticks	Std	02			
13	Dust bin cover	Std	05			
14	Lyzole	1ltr	08			
15	Coconut brooms	Std	20			

Remarks : Towards site office cleaning & general work purpose.

Prepared By	J.SOUNDARYA	Approved by	G.VIJAY RAJ
Sign & Date	08.05.2021	Sign. & Date	08.05.2021

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

APPROVED BY
08 MAY 2021
PROJECT MANAGER

08 MAY 2021
PROJECT MANAGER