PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	2/7/21	Prepared by:	Prabhakar. P
PO/WO no.	78254	PO / WO Date.	2/7/21
Supplier Name	Sri Balaji Enterprises	PO/WO amount	35,435.40
Firm/Company	GIVRC	Project	Innopolis.
Sl. No.	Bill No.	Bill Date	Bill amount
1.	468	5/7/21	40,498-00
2.			
3.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			40,498-00

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.				□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits :	Transport Charges.	2360-00
Amount C –Other Debits :		—
Amount D (D=A+B-C) – Amount to be credited to the supplier:		42,858-00
Amount E – PO / WO value:		35,435.40
Amount F – Difference (A – E):		5063-00.

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	12/7/21
Remarks: Standard Door frame Size Calculated Can be Considered	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		2/7/21					

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. 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

SRI BALAJI ENTERPRISES	Invoice No. **48**	Date **05-07-2021**
# 14-1-418, NEAR ROCKET GROUND NEW AGHAPURA HYDERABAD 500001 T.S Phone no.: 9030605690 Email: seetaram.joshi@yahoo.com GSTIN: 36AEIPJ0494H1ZF State: 36-Telangana	Due Date: **20-07-2021**	Place of supply **36-Telangana**
	PO date **02-07-2021**	PO number **78254**
	Vehicle Number **TS13UB-5675**	

Bill To

G V RESERCH CENTERS PVT LTD

5-4-187/3 & 4 2nd Floor Soham Nansin MG Road Secunderabad-500003

Contact No.: 9502277299

GSTIN Number: 36AAHCG4562D1ZP

State: 36-Telangana

Ship To

sy no.542 Genome valley Thurkapally

#	Item name	HSN/ SAC	Size	Quantity	Price/ Unit	GST	Amount
1	WPC Door Frame(2+2)4x2.50	3925	5 FIT X 3 FIT	13	₹ 2,640.00	₹ 6,177.60 (18%)	₹ 40,497.60
2	TRANSPORT			1	₹ 2,000.00	₹ 360.00 (18%)	₹ 2,360.00
	Total			**14**		**₹ 6,537.60**	**₹ 42,857.60**

Invoice Amount In Words

Forty Two Thousand Eight Hundred Fifty Eight Rupees only

Amounts:

Sub Total	₹ 42,857.60
Round off	₹ 0.40
Total	**₹ 42,858.00**
Received	₹ 0.00
Balance	₹ 42,858.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 2,000.00	9%	₹ 180.00	9%	₹ 180.00	₹ 360.00
3925	₹ 34,320.00	9%	₹ 3,088.80	9%	₹ 3,088.80	₹ 6,177.60
Total	**₹ 36,320.00**		**₹ 3,268.80**		**₹ 3,268.80**	**₹ 6,537.60**

Terms and conditions:

Thanks for doing business with us!

INWARD
Inward No: 4114 Dt. 5/7/21
MRN No
Received By: Sign:
G.V. RESEARCH CENTERS PVT. LTD.

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder Name: SRI BALAJI ENTERPRISES

For, SRI BALAJI ENTERPRISES

SRI BALAJI ENTERPRISES SBE HYD

Authorized Signatory

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 82025
Date 7/7

Purchase Order

 02-Jul-21 3:47:00 PM

78254
29.06.21 10:48:54

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			
Sri Balaji Enterprises	**Doc No**	78254	163591
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	02-07-2021	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	02-07-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2418 - Carpentry - other - WPC Door Frame with thresold (2+2) - 5 ft X 2 ft - Nos	13.00	2,310.00	0.00	18.00	35,435.40
					Total Order Value . . .	**35,435.40**

Rupees : Thirty Five Thousand Four Hundred Thirty Five and Paise Fourty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of WPC door frames, Main door frames Section size 5"x2 1/2", Internal door section size 4"x 2 1/2", Rs 198 Per rft main door and Rs 165 per rft internal door frame GST Extra, NO making charges, making is our responsibility.
Payment Terms	50% advance balance after delivery
Tax	Included in the above prices
Delivery Date	With in 5 days
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Mr. Sanjay - 9502288244
Penality For Delay	Nil
Transportation Cost	Extra as per actuals
Warranty	Nil
Advance Paid	Rs.17,717-00, by cheque ....dated.................
Other Terms	We reserve the rights to reject the items if not as per the specifications, above order for Fire duct ground floor to 3rd floor work, purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Logs will be supplied by supplier standerd log sizes will be calculated as 7' 3" as 8' and 3' 6" as 4', 2'5" as 3' fitting will be ous responsibility, Density will be 1000 kg /cum.

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Sri Balaji Enterprises*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	28.06.21
Site & Phase :	INNOPOLIS	Time:	05.00
Supplier		Req. No.	163591
Material required before date:	Urgent	ID No.	67082

No	Description	Size	Quantity	Units	Inward No	Date
1	Door Frame with Threshold	2' X 5'	13	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

78254

Remarks : For Fire Duct Ground Floor to 3rd Floor Work Purpose.

Prepared By	Rahul.T	Approved by	Venkatesh.G
Sign.& Date	28.06.21	Sign. & Date	28.06.21

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

APPROVED
28 JUN 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE