

PURCHASE DIVISION
Advice for approval for credit to supplier



✓ 6/17

Date:	23/7/2021		Prepared by:	Kavitha
PO/WO no.	78468		PO / WO Date.	9/7/2021
Supplier Name	Summit Sales LLP		PO/WO amount	6,19,16/-
Firm/Company	Gv Discovery centre Pvt Ltd		Project	GvDC
Sl. No.	Bill No.	Bill Date	Bill amount	
1	18377	19/7/2021	3,106/-	
2				
3				
4				
Amount A – Bills total(Excluding Transport & Hamali Charges):				3,106/-
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	15638	19/7/2021	94085	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
Amount B –Other Credits :Transportation charges				-
Amount C –Other Debits :				-
Amount D (D=A+B-C) – Amount to be credited to the supplier:				3,106/-
Amount E – PO / WO value:				6,19,16/-
Amount F – Difference (A – E): GST-18%				3810/-
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		26/7/2021		
Remarks: — Final Bill —				
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D
Sign:	Kavitha			
Date	23/7/21			

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. 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

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 19-07-2021

Customer Details

GV Discovery Center Pvt Ltd
119,191, Synergy Square1

Invoice No. 18377

Invoice Date. 19-07-2021

PO No. 78468

PO Date. 09-07-2021

Req ID. 67378

Req Date. 09-07-2021

Loc Req No. 13280

GSTIN : 36AAHCG4940K1ZC

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4006 - Consumables - Bucket - other - nos Bucket with Mug	7310	5	231.00	1,155.00	18	207.90
2	4026 - Consumables - Dust bin - NA - nos		5	55.00	275.00	18	49.50
3	7572 - Stationery - other - Punch - 16mm - nos		5	65.00	325.00	18	58.50
4	4003 - Consumables - Bombay Broom - Big - nos	9603	5	68.00	340.00	0	0.00
5	7560 - Stationery - other - Pen - NA - nos Blue	9608	40	3.50	140.00	12	16.80
6	7560 - Stationery - other - Pen - NA - nos Black	9608	20	3.50	70.00	12	8.40
7	7583 - Stationery - other - Scale - NA - nos		5	10.00	50.00	18	9.00
8	4022 - Consumables - Dettol - NA - nos	3401	4	85.00	340.00	18	61.20
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10							
11							
12							
13							
14							
15							

IGST

CGST

SGST

Total Taxable Amount

2,695.00

411.30

205.65

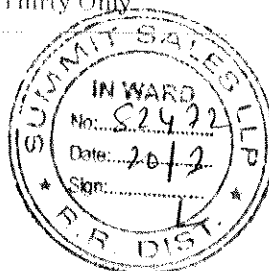
205.65

Total Invoice Amount

3,106.30

Rupees : Three Thousand One Hundred Six and Paise Thirty Only

Subject to Hyderabad Jurisdiction



for Summit Sales LLP

Authorised signatory

Purchase Order

Page(s) 1 Of 2

09-07-2021 15:02:19

Original

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



78468

06.07.21 4:42:38

Supplier Details

Summit Sales LLP

5-4-187/3&4, II nd floor, Soham Mansion, MG Road, Secunderabad

GSTIN : 36ACQFS2044C1Z7

040-66335551

9618244133

Doc No	78468	13280
Doc Date	09-07-2021	
Quote No	Nil	
Quote Date	09-05-2021	
SupplyType	Supply	

Kind Attn : **Hamendra, Prabhakar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4006 - Consumables - Bucket - other - nos Bucket with Mug	5.00	231.00	0.00	18.00	1,362.90
2 4026 - Consumables - Dust bin - NA - nos	5.00	55.00	0.00	18.00	324.50
3 4098 - Consumables - Dust pan - NA - nos	5.00	16.80	0.00	12.00	94.08
4 7572 - Stationery - other - Punch - 16mm - nos	5.00	65.00	0.00	18.00	383.50
5 7573 - Stationery - other - Punch - other - nos	5.00	104.00	0.00	18.00	613.60
6 7509 - Stationery - other - Calculator - NA - nos	3.00	158.00	0.00	18.00	559.32
7 4040 - Consumables - Mopping Cloth - NA - nos	20.00	16.80	0.00	5.00	352.80
8 4041 - Consumables - Mopping stick - NA - nos	4.00	128.00	0.00	18.00	604.16
9 4003 - Consumables - Bombay Broom - Big - nos	5.00	68.00	0.00	0.00	340.00
10 4009 - Consumables - Coconut Broom - other - nos	30.00	15.75	0.00	0.00	472.50
11 7560 - Stationery - other - Pen - NA - nos Blue	40.00	3.50	0.00	12.00	156.80
12 7560 - Stationery - other - Pen - NA - nos Black	20.00	3.50	0.00	12.00	78.40
13 7560 - Stationery - other - Pen - NA - nos Red	20.00	3.50	0.00	12.00	78.40
14 7563 - Stationery - other - Pencil - NA - boxes	2.00	42.00	0.00	12.00	94.08
15 7557 - Stationery - other - Paper Weight - NA - nos	3.00	25.00	0.00	18.00	88.50
16 7523 - Stationery - other - Eraser - NA - nos	3.00	1.50	0.00	18.00	5.31
17 7585 - Stationery - other - Sharpner - NA - nos	3.00	3.00	0.00	12.00	10.08
18 7583 - Stationery - other - Scale - NA - nos	5.00	10.00	0.00	18.00	59.00

For **G V Discovery Center Pvt Ltd**

Authorised Signatory

Name :

Contact :

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Date :

Requisition Form

Company Name

G. V. Discovery Centre

Date:

09.07.2021

Site & Phase

SYNERGY 119,191

Time:

11:00 Hrs

Req. No.

13280

Material required before date:

Urgent

ID No.

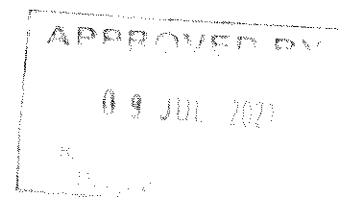
67378

No	Description	Size	Quantity	Units	Inward No	Date
1	Buckets <i>white ring</i>	std	10	Nos		
2	Dust bins	std	10	Nos		
3	Dust pads	std	10	Nos		
4	Paper punch	DP 600	05	Nos		
5	Paper punch	DP 52	05	Nos		
6	Calculators	std	05	Nos		
7	Mopping cloths	std	20	Nos		
8	Mopping sticks	std	06	Nos		
9	Bombay brooms	std	10	Nos		
10	Coconut brooms	std	30	Nos		
11	Pens (blue)	std	40	Nos		
12	Pens (black)	std	30	Nos		
13	Pens (red)	std	30	Nos		
14	pencils	std	2	boxes		
15	Paper weights	std	10	Nos		
16	sharpeners	std	1	box		
17	erasers	std	1	box		
18	scales	std	10	Nos		
19	Binder clips	19 mm	10	boxes		
20	Binder clips	25 mm	10	Nos		
21	Binder clips	32 mm	10	Nos		
22	Box files	std	10	Nos		
23	Hand wash	std	10	nos		
23	Markers(black)	std	10	nos		

Remarks: For site office entrance steps purpose.

Prepared By:	Vineetha reddy	Approved by	K Narsing rao
Sign & Date	9.07.2021	Sign. & Date	09.07.2021

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



DELIVER TO CUSTOMER

Summit Sales LLP

Plot 1, Phase 1, 1st Floor, Nehru Mahanagar, M.G. Road, Indraprastha, New Delhi - 110028

Email: purchase@indiproperty.com

GSTIN/NE: 36ACQES2044C1Z7

Supplier: Customer: Invoice no: Date:

Customer Details

C/A: Discovery Center Pvt Ltd

119, 191, Scenerio Square I

GSTIN: 36AXHC44910K1Z0

Description of Goods

1. 4006 - Consumables - Bucket - other - nos
2. 4026 - Consumables - Dred bin - NA - nos
3. 7572 - Stationery - other - Punch - 16mm - nos
4. 4003 - Consumables - Bombay Broom - Bag - nos
5. 7560 - Stationery - other - Pen - NA - nos
6. 7560 - Stationery - other - Pen - NA - nos
7. 7583 - Stationery - other - Scale - NA - nos
8. 4022 - Consumables - Dettol - NA - nos

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Signature

Signature

Signature

Signature

for Summit Sales LLP

Subject to Understand Jurisdiction

