PURCHASE DIVISION

Advice for approval for credit to supplier

✓ 6/12

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	6,916/-
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:	6,916/-
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	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Kavitha	[signature]					
Date	23/7/21	23/7					

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

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

GV Discovery Center Pvt Ltd
119,191, Synergy Square1

GSTIN : 36AAHCG4940K1ZC

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

	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
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
	205.65	205.65	Total Taxable Amount	2,695.00	411.30
			Total Invoice Amount	3,106.30	

Rupees : Three Thousand One Hundred Six and Paise Thirty Only

SUMMIT SALES LLP R.R. DIST. IN WARD No: S2472 Date: 20/2 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 09-07-2021 15 02 19 Original

78468
06.07.21 4:42:38

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

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

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

09/07/2021

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 with mug	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 78468	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	APPROVED BY	
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.

APPROVED BY

09 JUL 2021

DELIVERY CHALLAN

Summit Sales LLP

6-3-1192/... & 1 (I) Floor Soham Mansion, M.G. Road, Secunderabad

Email: purchase@modiproperties.com

GSTIN/UIN: 36ACQFS2044C1Z7

Supplier Code/Name: ...

Customer Details

G.V. Discovery Center Pvt Ltd

119/191 Scenary Square1

GSTIN 36AAHCG1910K1Z0

Description of Goods

1 1006 - Consumables - Bucket - other - nos

2 1026 - Consumables - Dust bin - NA - nos

3 7572 - Stationery - other - Punch - 16mm - nos

4 1003 - Consumables - Bombay Broom - Big - 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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for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
INWARD
No. 12829
Date: 23/12
Sign: ...
R.R. DIST.