PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	3/7/21	Prepared by:	Prabhakar.P
PO/WO no.	78466	PO / WO Date.	9/7/21
Supplier Name	Santosh Tarpalin	PO/WO amount	2520-00
Firm/Company	GIVRC	Project	Innopolis.
Sl. No.	Bill No.	Bill Date	Bill amount
1	026	10/7/21	2520-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2520-00

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.				☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits : Transportation charges	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	2520-00
Amount E – PO / WO value:	2520-00
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	9/8/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		3/7/21					

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

SANTHOSH TARPAULIN

2-9-39/7/3, Forzenguda,
Suryanagar, Old Alwal,
Medchal, Malkajgiri District – 500 010.
Telangana State

GSTIN :36ATWPA1307P1ZC
Email id: santhoshtarp@gmail.com
Cell: 9642662732
Bank Account : AXIS BANK
Acc.No.919020039284737
IFSC CODE :UTIB0001378

To G V RESERCH CENTERS PVT LTD
5-4-187/3&4IInd floor MG ROAD
SECUNDERABAD 500003
GSTIN No. 36AAHCG4562D1ZP

Invoice No: **026**
Invoice Date: 10/07/2021
P.O.No.78466/163603
P.O.Date: 09.07.2021

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	RAIN COATS	6201	6 nos	@ 400/-	2,400.00

Rupees in word TWO THOUSAND FIVE HUNDRED TWENTY only

Total ::	2,400.00
CGST @ 2.5% ::	60.00
SGST @ 2.5% ::	60.00
IGST % ::	
Total GST ::	-
Grand Total ::	2,520.00

INWARD
Inward No: 9225 Dt: 10/7/21
MRN No: Dt:
Received by: Sign:
G.V.R.C. PVT. LTD.

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 82787
Date: 28/7
Sign:

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TAX-INVOICE

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
To G V RESERCH CENTERS PVT LTD 5-4-187/3&4IInd floor MG ROAD SECUNDERABAD 500003 **GSTIN No. 36AAHCG4562D1ZP**	Invoice No: **026** Invoice Date: 10/07/2021 P.O.No.78466/163603 ✓ P.O.Date: 09.07.2021

Sl. No.	**Descriptions**	**Code SAC HSN**	**Qty**	**Rate**	**Amount Rs. Ps.**
1	RAIN COATS	6201	6 nos	@ 400/-	2,400.00

Rupees in word ~~TWO THOUSAND FIVE~~ HUNDRED TWENTY only	**Total ::**	**2,400.00**
	CGST @ 2.5% ::	**60.00**
INWARD Inward No: 4227 Dt: 10/7/21 MRN No: Dt: Received: Sign: G.V.R.C. PVT. LTD.	**SGST @ 2.5% ::**	**60.00**
	IGST % ::	
	Total GST ::	**-**
	Grand Total ::	**2,520.00**

Receiver Signature & Seal	**For SANTHOSH TARPAULIN** **Authorized Signatory**

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Purchase Order

 09-07-2021 12:28:35 PM

C 78466
06.07.21 4:42:38

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			
Santosh Tarpaulin 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc No**	78466	163603
	Doc Date	09-07-2021	
	Quote No	Nil	
GSTIN 36ATWPA1307P1ZC	**Quote Date**	09-07-2021	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4052 - Consumables - Raincoats - NA - nos	6.00	400.00	0.00	5.00	2,520.00
					Total Order Value . . .	**2,520.00**

Rupees : Two Thousand Five Hundred Twenty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Mr. Sanjay - 9502288244
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 office use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Name : 10/07/2021

Accepted the above Terms And Conditions

For *Santosh Tarpaulin*

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	03.07.2021
Site & Phase :	INNOPOLIS	Time:	13.05
Supplier:		Req. No.	163603
Material required before date:		ID No.	67248

No	Description	Size	Quantity	Units	Inward No	Date
1	Rain coats	Big	~~12~~ 6	Nos		
2						
3						
4	78466					
5						
6						
7						
8						
9						
10						
11						
12						

Remarks : For Site staff use purpose..

Prepared By	J.Soundarya	Approved by	G.Venkatesh
Sign.& Date	03.07.2021	Sign. & Date	03.07.2021

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

For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSLLP stock
- ☑ Other

APPROVED BY
03 JUL 2021
G. Venkatesh
Project Manager