PURCHASE DIVISION
Advice for approval for credit to supplier

6

Date:	25/9/21	Prepared by:	Deepa
PO/WO no.	80732	PO / WO Date.	17/9/21
Supplier Name	Anisha Associates	PO/WO amount	9,125/-
Firm/Company	GVRL Pvt Ltd	Project	Innopolis
Sl. No.	Bill No.	Bill Date	Bill amount
1	130	18/9/21	9,125/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges):				9,125/-
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:				9,125
Amount E – PO / WO value:				9,125
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	27/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	25/9/21						

APPROVED
25 SEP 2021
MINISH PARIKH
MANAGER-PROCUREMENT

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/-

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Amount E – PO / WO value:				9,125
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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	27/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]						
Date	25/9/21						

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TAX INVOICE

ANISHA ASSOCIATES

Pidilite
Building Bonds

AUTHORISED DISTRIBUTORS :
DR FIXIT, ROFF, MYK, ZYDEX & CERA CHEM CONSTRUCTION CHEMICALS
No. 3-6-98, Vasavi Towers, West Marredpally Main Road, Secunderabad - 500 026.
✆ : 040-48509804, Mob : 9246589804 E-mail : anishaassociates68@gmail.com

GSTIN : 36ABTPV3594Q1Z8

Buyer / To M/s G.V. Research Centre Pvt Ltd. Thurkapally GST: 36AAHCG 4562 D1ZP	No. 130 Date : 18/9/2021 Your order No. 80732 Date 17/9/2021 Our D.C. No. ______ Date : ______ Documents Sent through ______

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1	Anchor set. HSN 39079990	1kg	25	309.32	7733	00
				Total Taxable	7733	00
				CGST @ 9%	696	00
				SGTS @ 9%	696	00
				IGST @	/	
				TOTAL	9125	00

Inwar No: 4875

INWARD
Inward No: 4888 Dt: 20/9/21
MRN No: Dt:
Received By: Sign:
Genome Valley Research Center Pvt. Ltd.

Rupees Nine thousand one hundred & twenty five only

Goods once sold will not be taken back or exchanged
Subject to Hyderabad Jurisdiction.

For Anisha Associates

SUMMIT SALES LLP
IN WARD
No: 847 21
Date: 22/9
Sign:
★ R.R. DIST. ★

17-09-2021 13:26:07

Purchase Order

80732

14.09.21 11:35:45

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			
Anisha Associates	**Doc No**	80732	163847
No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad.	**Doc Date**	17-09-2021	
	Quote No	NIL	
GSTIN 36ABTPV3594Q1Z8 NA	**Quote Date**	26-08-2021	
66209804 9246589804	**SupplyType**	Supply	

Kind Attn : Mr. Kishan Raj

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3101 - Chemicals - Adhesive set - NA - kgs *Lock Set*	25.00	309.32	0.00	18.00	9,124.94
					Total Order Value . . .	**9,124.94**

Rupees : Nine Thousand One Hundred Twenty Four and Paise Ninty Four Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	On complete delivery of all maerials only.
Tax	Inclusive of all GST 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	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for 2727 block lock setting work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

17/09/2021

Name :

Accepted the above Terms And Conditions

For *Anisha Associates*

Name :

Date : __/__/____

1190

Requisition Form

Company Name:	GVRC	Date:	16.09.2021
Site & Phase :	INNOPOLIS	Time:	15.00
Supplier		Req. No.	163847
Material required before date:		ID No.	69429

No	Description	Size	Quantity	Units	Inward No	Date
1	Lock-set chemical	std	25	nos		
2						
3						
4						
5	80732					
6						
7						
8						
9						
10						

Remarks : towards 2727 block, lock setting work purpose.

APPROVED
17 SEP 2021
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	Md Anwar Baig	Approved by	C. Balamuralikrishna
Sign.& Date	16.09.2021	Sign. & Date	16.09.2021

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

16/09/2021