JC (B) M✓

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	7/10/21	Prepared by:	Sneha
PO/WO no.	79533	PO / WO Date.	10/8/21
Supplier Name	Summit Sales Up	PO/WO amount	1,275/-
Firm/Company	GVDC pvt ltd	Project	Innopolis
Sl. No.	Bill No.	Bill Date	Bill amount
1	18771	10/8/21	1,275/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,275/-

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:	1,275/-
Amount E – PO / WO value:	1,275/-
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	11/10/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sneha	[signature]					
Date	7/10/21	7/10/21					

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

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	18771
GV Discovery Center Pvt Ltd	Invoice Date.	10-08-2021
119,191, Synergy Square1	PO No.	79533
	PO Date.	10-08-2021
	Req ID	66276
	Req Date	27-05-2021
GSTIN : 36AAHCG4940K1ZC	Loc Req No	13229

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7663 - Stationery -other - Executive bag - NA - nos	4202	2	540.00	1,080.00	18	194.40
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,080.00		194.40
	97.20	97.20	Total Invoice Amount	1,274.40		

Rupees : One Thousand Two Hundred Seventy Four and Paise Fourty Only.

SUMMIT SALES LLP
INWARD
No: 82264
Date: 11/8
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

79533
10.08.21 11:15:44

Purchase Order

10-Aug-21 11:15:18 AM

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

	79533	13229
Doc No		
Doc Date	10-08-2021	
Quote No	Nil	
Quote Date	10-08-2021	
SupplyType	Supply	

Supplier Details
Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7
9618244433
040-66335551

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7663 - Stationery -other - Executive bag - NA - nos	2.00	540.00	0.00	18.00	1,274.40
			Total Order Value . . .			**1,274.40**

Rupees : One Thousand Two Hundred Seventy Four and Paise Fourty Only.

Terms and Conditions :-

Specification / Brand	HP 15.6 Inches expandable laptop bag.
Payment Terms	After Delivery & Production of bill
Tax	Included in the above prices
Delivery Date	With in a day
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Mr. Sanjay - 9502288244
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, damages if any in suppliers account, office use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

Accepted the above Terms And Conditions

For *G V Discovery Center Pvt Ltd*

For *Summit Sales LLP*

Requisition Form

Company Name:	Genopolis	Date:	27.05.2021
Site & Phase :	G.V. Discovery Center	Time:	17:00
Supplier		Req. No.	13229
Material required before date:	Urgent	ID No.	66276

No	Description	Size	Quantity	Units	Inward No	Date
1	**Laptop**	STD	01	No's		
2	Wireless Mouse	STD	04	Nos		
3	Laptop Bag	Std	02	Nos		
4						
5						
6						
7						
8						
9						
10						

7955

Remarks: For site office Use Purpose

Prepared By	G Rajesh Babu	Approved by	K.Narsing Rao
Sign.& Date	27-05-2021	Sign. & Date	27.05.2021

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

SB

APPROVED
27 MAY 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Requisition Form

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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