

PURCHASE DIVISION
Advice for approval for credit to supplier



Date:		13/10/2024		Prepared by:		Mr. Shraung	
PO/WO no.		79228		PO / WO Date.		31/10/2024	
Supplier Name		Shiv Shakti Machine Tools		PO/WO amount		590/-	
Firm/Company		GVI Research center Pvt Ltd.		Project		Innopolis	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	1897	2/8/2024		2,950/-			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						2,950/-	
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:						2,950/-	
Amount E – PO / WO value:						590/-	
Amount F – Difference (A – E): GST-18%						-2360/-	
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. <u>1/2</u> ☒ No				
Payment – due date			18/10/2024				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Shraung						
Date	13/10/24	12/10/24					

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/-

(M)



Terms of Delivery

State Name : Telangana, Code : 36

INWARD	
Inward No. 4388	Dt: 3/8/21
MKN No:	Dt:
Received By:	Sign:
G.V.R.C. PVT. LTD.	

E. & O.E.

Tax Amount (in words) : **INR Four Hundred Fifty Only**

Authorised Signatory

Purchase Order

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02-08-2021 3:33:17 PM



79228

31.07.21 2:16:54

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

Shiv Shakti Machine Tools Hardware & Electricals
2-3-7, MG Road, Beside ICICI Bank, Secunderbad-03,(T,S)

GSTIN 36ADQFS9120G1ZQ

8121002491

8374457644

Doc No	79228	163675
Doc Date	31-07-2021	
Quote No	Nil	
Quote Date	01-02-2021	
SupplyType	Supply	

Kind Attn : Mr.Shivang Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 9550 - Tools - Machine Blade - other - nos rod cutting blade 4"	20.00	25.00	0.00	18.00	590.00
Total Order Value . . .					590.00

Rupees : Five Hundred Ninty Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of the Bill

Tax Included in the above price

Delivery Date Next Day.

Delivery Location Innopolis
Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana
Phone. Mr. Sanjay - 9502288244

Penalty For Delay NIL

Transportation Transport cost shall be borne by us.

Warranty Nil

Advance Paid NIL

Other Terms We reserve the right to reject the item not confirming to the specifications . Above order for site use.

Completion Date NIL

Measurment NIL

Security NIL

Remarks

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Shiv Shakti Machine Tools Hardware &**

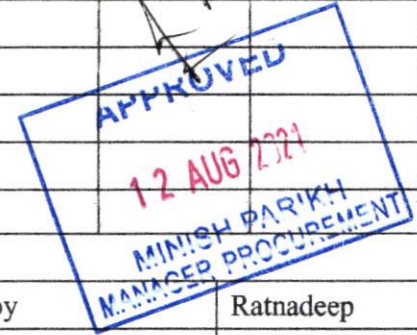
Name : _____

Date : ____/____/____

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Requisition Form

Company Name:		GVRC		Date:		31.07.2021	
Site & Phase :		Innopolis		Time:		16:22	
Supplier				Req. No.		163675	
Material required before date:			Urgent		ID No.		68035
No	Description	Size	Quantity	Units	Inward No	Date	
1.	Rod Cutting Blade <i>79228</i>	4"	20	Nos			
2.	Gova Rope <i>79227</i>	-	30	Nos			
3.	Lappam pati	-	20	Nos			
4.							
5.							
6.							
7.							
8.							
9.							
10.							
Remarks: For Rods cutting purpose and scaffolding work purpose							
Prepared By		T.Rahul		Approved by		Ratnadeep	
Sign.& Date		31.07.2021		Sign. & Date		31.07.2021	



Note: