

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		21/10/2024		Prepared by:		M. Shrayya	
PO/WO no.		81203		PO / WO Date.		30/9/2024	
Supplier Name		Elegant Enterprises		PO/WO amount		8850/-	
Firm/Company		GV Research Centre Pvt Ltd		Project		Innopolis	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	0296	30/9/2024		8850/-			
2							
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):						8850/-	
Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN			
1.			92493	☒ 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:						8850/-	
Amount E – PO / WO value:						8850/-	
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			25/10/2024				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Shrayya						
Date	21/10/2024						

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/-

Purchase Order

Page(s) 1 Of 1

30-09-2021 13:45:32

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81203
30.09.21 4:25:50

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			
Elegant Enterprises 5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003. GSTIN 36AJBPK0412E1ZY 66385358 9985113450/9885073880	Doc No	81203	163934
	Doc Date	30-09-2021	
	Quote No	Nil	
	Quote Date	30-09-2021	
	SupplyType	Supply	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4525 - Electrical - other - Ceiling fan - other - nos Crompton ceiling fan white	6.00	1,250.00	0.00	18.00	8,850.00
Total Order Value . . .					8,850.00
Rupees : Eight Thousand Eight Hundred Fifty Only.					

Terms and Conditions :-

Specification /	All items shall be of 'CG' brand, Seawind model
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in 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 items not confirming to qty & specs. Above order for 5600E site office purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory



Name :

Name : _____

Date : __/__/__

Contact :-

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Requisition Form

Company Name	GARC	Date	30/09/2021	
Site & Phase	Innopolis	Time	02:00PM	
Supplier		Req No	163934	
Material required before date	02/10/2021	ID No	69850	
No	Description	Size	Quantity Units Inward No Date	
1	Tube Lights	4"	12 No's	
2	White colour Crompton Fan		6 No's	
3	1" PVC Pipe	1 2mm	1 Bundle	
4	1" PVC Bends		50 No's	
5	Junction Box		25 No's	
6	6 Way Surface Box		12 No's	
7	8 way surface box		12 No's	
8	6 Amps Switches		30 No's	
9	6 Amps sockets		12 No's	
10	Fan regulators		06 No's	
11	8 Way plates		12 No's	
12	6 Way Plates		12 No's	
13	4 Way DB boxes		01 No's	
14	40Amps Isolators		01 No's	
15	16 Amps MCB		06 No's	
16	6 Amps MCB		06 No's	

Remarks Towards 5600E Site office purpose

Prepared By Sridevi

Approved by

Balamurali Krishna

Sign & Date 30/09/2021

Sign. & Date

30/09/2021

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

APPROVED
30/09/2021
P. PRABHAKAR
Sr. MANAGER PURCHASE