

PURCHASE DIVISION
Advice for approval for credit to supplier

(B) (M)

Date:	2/11/21	Prepared by:	Sneha
PO/WO no.	81806	PO / WO Date.	19/10/21
Supplier Name	Elegant Enterprises	PO/WO amount	7,040/-
Firm/Company	G.V. Research Center Pvt. Ltd.	Project	Pinnopolis
Sl. No.	Bill No.	Bill Date	Bill amount
1	EE2122-0320	19/10/21	7,040/-
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges):

7,040/-

Sl. No.	DC. Date	MRN No.	DC matches MRN
1.			☒ Yes ☐ No
2.		98019.	☐ Yes ☐ No
3.			☐ Yes ☐ No

Amount B – Other Credits : Transportation charges/Charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier:

Amount E – PO / WO value:

Amount F – Difference (A – E): GST-18%

7,040/-

7,040/-

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	8/11/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sneha						
Date	2/11/21	2/11/21					

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/-

[illegible]

Purchase Order



81806

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Or

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, Secunderabad-500003.

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	81806	164019
Doc Date	19-10-2021	
Quote No	nil	
Quote Date	19-10-2021	
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 4729 - Electrical - other - MCCB - 100 Amps - nos 4 pole 25 ka	1.00	5,628.00	0.00	18.00	6,641.04
2 4729 - Electrical - other - MCCB - 100 Amps - nos Spreader link	1.00	338.00	0.00	18.00	398.84
Total Order Value . . .					7,039.88
Rupees : Seven Thousand Thirty Nine and Paise Eighty Eight Only.					

Terms and Conditions :-

Specification / Brand	All items shall be of L & T brand
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Working Day.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Mr. Sanjay - 9502288244
Penalty For Delay	Nil
Transportation Cost	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 site use purpose
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 **Elegant Enterprises**

Name : _____

Date : ____/____/____

1338

Company Name: GV Research Center Pvt Ltd.		Requisition Form	
Site & Phase: Innopolis		Date: 18-10-21	
Supplier:		Time: 10.45	
Material required before date:		Req. No. 164019	
		ID No. 70370	

No	Description	Size	Quantity	Units	Inward No	Date
1.	MCCB	100 Amps	1	No.		
2.	8-way BD box (DB Box)	3 phase	1	No.		
3.	AL Armoured cable	35 Sqmm 3.5 core	30	mtrs		
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Remarks: For 30 KVA DG set (leased) work purpose for building 2727 at GVRC.

Prepared By	Likhitha	Approved by	
Sign. & Date	18-10-21	Sign. & Date	18-10-21

Note:

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