PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	13/11/2021	Prepared by:	N. Shraiya
PO/WO no.	80713	PO / WO Date.	16/09/2021
Supplier Name	Rita seeds	PO/WO amount	9130/-
Firm/Company	GV Discovery center pvt Ltd	Project	119, 191 Synergy square,
Sl. No.	Bill No.	Bill Date	Bill amount
1	036	30/10/2021	9130/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			9130/-

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:	9130/-
Amount E – PO / WO value:	9130/-
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	~~15/11/2021~~ 22/11/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Shraiya						
Date	13/11/2021						

APPROVED 13 NOV 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/-

AKAPK8182D1Z8 **TAX INVOICE** ☎ : 23222835 : 65778470

RITA SEEDS STORE

DEALERS IN : ALL KINDS OF SEEDS, FERTILIZERS & PESTICIDES OF MAHYCO, RALLIS INDOFIL, CIBA, STANES PRODUCTS & AGRICULTURAL IMPLEMENTS ETC.

3-6-295/4, Hyderguda, Hyderabad-29 (T.S.) INDIA

No. 036

M/s G.V. Discovery Center pvt Ltd. Date 30-10-2021

Secbad P.O. No. 80713/B252 16/9/21

Sl. No.	PARTICULARS	Qty.	Rate	Amount Rs.	Ps.
1.	agric one	5kg	300/-	1500	00
2.	Neem cake	5kgs	700/-	3500	00
3.	Compost	20kgs	200/-	4000	00
4.	Dust	1kg	130/-	130	00
			TOTAL	9130	00

INWARD
Inward No: 914 Dt: 30/10/21
MRN No: Dt: 12/05
Received By: Ch. Anand Sign:
Genome Valley Discovery Center Pvt. Ltd.

914
9130

Goods once sold will not be taken back or exchanged.
Subject to Hyderabad Jurisdiction.
Payment within 15 days.

For RITA SEEDS STORE

Signature

SUMMIT SALES LLP
R.R. DIST.
IN WARD
No: 8521
Date: 6.11.21
Sign:

Purchase Order

13-11-2021 10:44:45

80713
14.09.21 11:35:45

From Company : **G V Discovery Center Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-50
G S T No. : 36AAHCG4940K1ZC

Supplier Details			
Rita Seeds Basheerbagh, Secunderabad.	**Doc No**	80713	13353
	Doc Date	16-09-2021	
GSTIN 36AKAPK8182D1Z8	**Quote No**	Nil	
23222835,65168470 9949015953	**Quote Date**	14-06-2021	
	SupplyType	Supply	

Kind Attn : Mr. Suresh

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3144 - Chemicals - D.A.P - NA - Kgs *20kg*	1.00	1,500.00	0.00	0.00	1,500.00
2	3121 - Chemicals - Neem care powder - NA - kgs *40 kgs bag*	5.00	700.00	0.00	0.00	3,500.00
3	3167 - Chemicals - Vermicompost - NA - bags *20kg*	20.00	200.00	0.00	0.00	4,000.00
4	3112 - Chemicals - Gamaxin - NA - kgs *20kg*	1.00	130.00	0.00	0.00	130.00
	Total Order Value . . .					**9,130.00**

Rupees : Nine Thousand One Hundred Thirty Only.

<u>Terms and Conditions :-</u>

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	119, 191 Synergy Square 1 - Phone. -
Penality For Delay	Nil
Transportation	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 new plants growth at compound wall front side purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***G V Discovery Center Pvt Ltd***
Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions
For ***Rita Seeds***

Name : ____________

Date : __/__/____

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Requisition Form

Company Name:	G. V. Discovery Centre	Date:	16.09.2021
Site & Phase :	SYNERGY 119,191	Time:	11:00 Hrs
		Req. No.	13353
Material required before date:	Urgent	ID No.	69392

No	Description	Size	Quantity	Units	Inward No	Date
1	Varmi compost	std	600	kgs		
3	DAP	50 kgs	1	Bag		
4	Gamaxine power	20 kgs	1	Bag		
5	Neem power 80713	std	200	kgs		
6						
7						
8						

Remarks:- for new plants growth purpose at compound wall front side .

APPROVED 15 SEP 2021 P. PRABHAKAR MANAGER PURCHASE

Prepared By:	Vineetha reddy	Approved by	K.Narsing rao
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.