PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/11/2021	Prepared by:	BHAVANI
PO/WO no.	82234	PO / WO Date.	1/11/2021
Supplier Name	Reflections electricals Pvt Ltd	PO/WO amount	18,592/-
Firm/Company	G V Research centre pvt ltd	Project	
Sl. No.	Bill No.	Bill Date	Bill amount
1	2624	1/11/2021	18592/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			18,592/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	98726	☑ 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:	18592/-
Amount E – PO / WO value:	18,592/-
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
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Bhavani	[signature]	APPROVED 14 NOV 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	10/11/2021	16/11/21					

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/-

Purchase Order

Page(s) 1 Of 1 01-11-2021 10:27:41 AM

82234
30.10.21 11:22:27

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

Reflections Electricals Pvt. Ltd.,
5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003

GSTIN 36AADCR2047Q1ZZ 27540307
27543785.. 9849875767

Doc No	82234	164087
Doc Date	01-11-2021	
Quote No	Nil	
Quote Date	30-10-2021	
SupplyType	Supply	

Kind Attn : MR.Shakib khan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4746 - Electrical - other - LED Lights - NA - nos *D915065-50watts-Flood lights*	10.00	1,660.00	0.00	12.00	18,592.00
	Total Order Value . . .					**18,592.00**

Rupees : Eighteen Thousand Five Hundred Ninty Two Only.

Terms and Conditions :-

Specification /	All items shall be of 'Wipro' brand,
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Mr. Sanjay - 9502288244
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.Payment as per actual receipt of material. Above order for STP and ETP Area lighting purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***G V Reserch Centers Pvt Ltd***
Authorised Signatory

Accepted the above Terms And Conditions
For ***Reflections Electricals Pvt. Ltd.,***

Name : ____________ Name : ____________ Date : __/__/____

Requisition Form 1407

Company Name:	GV Research Centers Pvt Ltd	Date:	30-10-21
Site & Phase :	Innopolis	Time:	2:00
Supplier		Req. No.	164087
Material required before date:		ID No.	70790

No	Description	Size	Quantity	Units	Inward No	Date
1.	1KVA Generator (Honda Petrol)	-	1	No	→ 39500/, Honda/petrol	
2.	~~3/20 Aluminium wires~~	-	02	bundles	~~82233~~	
3.	Light stands	5'	05	No's		
4.	Lights Flood Street	50 watt	10	No's	82234	
5.						
6						
7.						
8						
9						
10						

Remarks:Towards STP&ETP Area lighting purpose

Prepared By :	S.Nagamani	Approved by	Mr. Balakumaran Krishna
Sign.& Date :	30-10-21	Sign. & Date	30-10-21

Note:

APPROVED 30 OCT 2021 P. PRABHAKAR MANAGER PURCHASE

APPROVED BY SOHAM MODI MANAGING DIRECTOR 30 OCT 2021