PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	10/11/21	Prepared by:	BHAVANI
PO/WO no.	81960	PO / WO Date.	22/10/21
Supplier Name	Andhra pumps & motors	PO/WO amount	9,794.40/-
Firm/Company	GVRC pvt Ltd.	Project	Innopolis
Sl. No.	Bill No.	Bill Date	Bill amount
1	B2527	25/10/21	9794/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			9794/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	98366	☑ 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:	9794/-
Amount E – PO / WO value:	9795/-
Amount F – Difference (A – E): GST-18%	1

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	15/11/21
Remarks:	

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

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

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81960
19.10.21 5:30:09

From Company : **G V Research Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad
G S T No : 36AAHCG4562D1ZP

Supplier Details

Andhra Pumps & Motors
7-3-704, R.P Road, Secunderabad - 500 003.

66568039/23468039 27702157
7702377215

Doc No	81960	164017
Doc Date	22-10-2021	
Quote No	NIL	
Quote Date	22-10-2021	
Supply Type	Supply	

Kind Attn : Mr. Krishna

Purchase Order for the Supply of following items

Item Name	Qty	Rate	Dis%	GST%	Amount
1.7179 - Plumbing - Pumps - Monoblock Pump - other - nos [illegible]	1.00	13,250.00	34.00	12.00	9,794.40
				Total Order Value	**9,794.40**

Rupees : Nine Thousand Seven Hundred Ninty Four and Paise Fourty Only.

Terms and Conditions :-

Specification / Brand	[illegible]
Payment Terms	[illegible]
Tax	[illegible]
Delivery Date	[illegible]
Delivery Location	[illegible]
	[illegible] Hyderabad, Telangana
	Phone : Mr. Sanjay - [illegible]
Penalty For Delay	Nil
Transportation Cost	[illegible]
Warranty	1year
Advance Paid	Nil
Other Terms	[illegible] conforming to quality and specifications. [illegible]
Completion Date	Nil
Measurement	Nil
Security	Nil
Remarks	

For G V Research Centers Pvt Ltd.
Authorised Signatory

Name : Date :

Accepted The above Terms And Conditions
For Andhra Pumps & Motors

Date : [illegible]

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Requisition Form

Company Name	GVRC	date	18.10.2021
Site & Phase :	Innopolis	Time:	11:00AM
Supplier		Req. No.	164017
Material required before date:	20.10.2021	ID No.	70373

No	Description	Size	Quantity	Units	Inward No	Date
1	Mono Block Pump ~~4SB~~ GMC-134	1HP	1	No's	→ 13,250	(34+12)
2						
3						

PO 81960

19/10/2021

For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Pc/Req. processed-post approval.
- ☒ Approval for technical details/clarification
- ☐ Replenishing SSLLP stock
- ☐ Other

Remarks: Towards Curing Purpose.

Prepared By	Sridevi	Approved by	C. Balamurali Krishna
Sign.& Date	18.10.2021	Sign. & Date	18.10.2021

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

APPROVED BY
19 OCT 2021
SOHAM MODI
MANAGING DIRECTOR