

PURCHASE DIVISION
Advice for approval for credit to supplier

(E) (M)

Date: 8/12/21		Prepared by: sneha.	
PO/WO no. 82009		PO / WO Date. 25/10/21	
Supplier Name elegant enterprises		PO/WO amount 590/-	
Firm/Company GVRCL Pvt Ltd		Project Pinnepoli.	
Sl. No.	Bill No.	Bill Date	Bill amount
1	EE2122-0335	25/10/21	590/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			590/-
Sl. No.	DC .No	DC. Date	MRN No. DC matches MRN
1.	-	-	98362 ☒ 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:			590/-
Amount E – PO / WO value:			590/-
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		13/12/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	sneha		
Date	8/12/21		

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/-

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SUMMIT SALES LTD.
IN WARD
No: 86119
Date: 28-10-21
Sign: 2
R. R. DIST.

Not Received to site

Purchase Order

82009

25.10.21 1:31:04

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25-10-2021 2:21:30 PM

From Company : **G V Reserch Centers Pvt Ltd**
 5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad
 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	82009	164055
Doc Date	25-10-2021	
Quote No	Nil	
Quote Date	23-10-2021	
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 4557 - Electrical - other - Earth pipe - other - nos 40mm x 5' GI earth pipe	1.00	500.00	0.00	18.00	590.00
Total Order Value . . .					590.00

Rupees : Five Hundred Ninty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
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	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 30KVA generator site 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 : ____/____/____

Requisition Form

Company Name:		GVRC		Date:		23.10.2021	
Site & Phase :		Innopolis		Time:		01:30	
Supplier				Req. No.		164055	
Material required before date:		24.10.2021		ID No.		70582	
No	Description	Size	Quantity	Units	Inward No	Date	
1	G.I.Pipe (A CLASS) 8" x 40MM	4' X 32mm	01	No's			
2	Chemical bag bentonite	25 kg	04	bags			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: Towards 30KVA gen set purpose							
Prepared By		S.Nagamani		Approved by		Mr.balamurali krishna	
Sign. & Date		23.10.2021		Sign. & Date		23.10.2021	

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

CMO
23/10/2021

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