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PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	22/11/21	Prepared by:	Janaki
PO/WO no.	82255	PO / WO Date.	01/11/21
Supplier Name	gautam Enterprises	PO/WO amount	6,325/-
Firm/Company	Synergy 119, 191	Project	G.V. Discovery Center
Sl. No.	Bill No.	Bill Date	Bill amount
1	1546	13/12/21	6,325/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	1546	13/12/21	100810	☑ 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:	6,325/-
Amount E – PO / WO value:	6,325/-
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	27/12/21

Remarks: Final Bill

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Janaki		APPROVED 31 DEC 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	22/12/21						

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 Poe/Woe 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 10,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE *(ORIGINAL FOR RECIPIENT)*

Gautham Enterprises
1-19-98/19, Vallabh Nagar,Begumpet, Secunderabad
Pin-500016 Ph.27763763,40211963
GSTIN/UIN: 36ADIPA9683N1ZW
State Name : Telangana, Code : 36
E-Mail : gautham_entps2424@yahoo.com

Invoice No. **1546**	Dated **13-Dec-21**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References **Vechile No: TS10UB8387**
Buyer's Order No. **Po no: 82255 dt: 1/11/21**	Dated **13-Dec-21**
Dispatch Doc No.	Delivery Note Date
Dispatched through **Mr.Krishnam Raju**	Destination
Terms of Delivery	

Consignee (Ship to)
G V Discovery Center Pvt Ltd
5-4-187/3&4, IInd Floor,
Soham Mansion, MG Road
Secunderabad-50003
GSTIN/UIN : 36AAHCG4940K1ZC
State Name : Telangana, Code : 36

Buyer (Bill to)
G V Discovery Center Pvt Ltd
5-4-187/3&4, IInd Floor,
Soham Mansion, MG Road
Secunderabad-50003
GSTIN/UIN : 36AAHCG4940K1ZC
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**10 kg**	470.01	398.31	kg		**3,983.10**
2	**Nestea Lemon 1 Kg**	21012090	18 %	**5 nos**	325.00	275.42	nos		**1,377.10**
									5,360.20
	CGST Output - 9%					9	%		**482.42**
	SGST Output - 9%					9	%		**482.42**
	Less : ***Rounded Off***								**(-)0.04**
	Total								**₹ 6,325.00**

Amount Chargeable (in words) *E. & O.E*

INR Six Thousand Three Hundred Twenty Five Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200	3,983.10	9%	358.48	9%	358.48	716.96
21012090	1,377.10	9%	123.94	9%	123.94	247.88
Total	**5,360.20**		**482.42**		**482.42**	**964.84**

Tax Amount (in words) : **INR Nine Hundred Sixty Four and Eighty Four paise Only**

Company's Bank Details
Bank Name : **Union Bank of India**
A/c No. : **022231043001908**
Branch & IFS Code : **Ameerpet Br & UBIN0802221**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Gautham Enterprises

Authorised Signatory

GAUTHAM ENTERPRISES Begumpet, Secunderabad-16.

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

INWARD
Inward No: 1009 Dt: 14/12/21
MRN No: 100810 Dt: 12:30
Received By: Sign:
Genome Valley Discovery Center Pvt. Ltd.

SUMMIT SALES LLP R.R. DIST.
INWARD No: 88568
Date: 15/12
Sign:

Purchase Order

 01-11-2021 14:08:45

82255 ›py

30.10.21 11:22:27

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

Supplier Details			
Gautham Enterprises	**Doc No**	82255	13401
Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad	**Doc Date**	01-11-2021	
	Quote No	Nil	
GSTIN 36ADIPA9683N12W NA	**Quote Date**	09-09-2021	
2776-3763 / 6633-8763 9848035963	**SupplyType**	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4011 - Consumables - Coffee Powder - NA - kgs	10.00	398.30	0.00	18.00	4,699.94
2	4060 - Consumables - Tea Powder - NA - kgs *Lemon Tea*	5.00	275.42	0.00	18.00	1,624.98
					Total Order Value . . .	**6,324.92**

Rupees : Six Thousand Three Hundred Twenty Four and Paise Ninty Two Only.

Terms and Conditions :-

Specification /	Brand is Cafe desire
Payment Terms	After delivery
Tax	Included in the above prices
Delivery Date	With in a day
Delivery Location	119, 191 Synergy Square 1 - Phone. -
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, above order is for site office use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Nil

Material Not Received.

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

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Gautham Enterprises***

Name : ____________

Date : __/__/____

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Requisition Form

Company Name:	G. V. Discovery Centre		Date:		01.11.2021	
Site & Phase :	SYNERGY 119,191		Time:		11:00 Hrs	
			Req. No.		13401	
Material required before date:	Urgent		ID No.		70792	

No	Description	Size	Quantity	Units	Inward No	Date
1	Coffee power	std	10	nos		
3	Lemon coffee power	std	05	nos		
4						
5	82255					
6						
7						
8						
9						

Remarks:- for coffee machine purpose .

Prepared By:	Vineetha reddy	Approved by	K.Narsing rao
Sign.& Date	01.11.2021	Sign. & Date	01.11.2021

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

APPROVED
01 NOV 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE