1008

PURCHASE DIVISION
Advice for approval for credit to supplier

2

Date:	11/1/22	Prepared by:	Prabhakar
PO/WO no.	83992	PO / WO Date.	28/12/21
Supplier Name	Sumit Sales LLP	PO/WO amount	1688.58
Firm/Company	GVRC	Project	Annopolis.
Sl. No.	Bill No.	Bill Date	Bill amount
1	21239	30/12/21	1688.58
2			
3			
4			/
Amount A – Bills total(Excluding Transport & Hamali Charges):			1688.58

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	18168	30/12/21	101606	✓ ☐ 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:				1688.58
Amount E – PO / WO value:				1688.58
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	17/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	APPROVED						
Date	11 JAN 2022 P. PRABHAKAR Sr. MANAGER-PURCHASE						

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/-

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003 ORIGINAL INVOICE

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**

Customer Details	Invoice No.	21239
GV Research Centres Pvt Ltd	Invoice Date.	30-12-2021
sy no-542, genome valley ,thurkapally ,hyderabad,telagana	PO No.	83992
	PO Date.	28-12-2021
	Req ID	70672
GSTIN : 36AAHCG4562D1ZP PAN AAHCG4561D	Req Date	26-10-2021
	Loc Req No	164070

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7663 - Stationery -other - Executive bag - NA - nos	4202	3	477.00	1,431.00	18	257.58
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	1,431.00	257.58
	128.79	128.79	Total Invoice Amount	1,688.58	

Rupees : One Thousand Six Hundred Eighty Eight and Paise Fifty Eight Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 89105 Date: 31/12 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

83992

5:35:32

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			
Summit Sales LLP	**Doc No**	83992	164070
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	28-12-2021	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	28-12-2021	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7663 - Stationery -other - Executive bag - NA - nos	3.00	477.00	0.00	18.00	1,688.58
					Total Order Value . . .	**1,688.58**

Rupees : One Thousand Six Hundred Eighty Eight and Paise Fifty Eight Only.

Terms and Conditions :-

Specification / Brand	HP 15.6 Inches expandable laptop bag.
Payment Terms	After Delivery & Production of bill
Tax	Included in the above prices
Delivery Date	With in a day
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Mr. Sanjay - 9502288244
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, damages if any in suppliers account, Rehaman, Sanjay, Sridevi purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

Accepted the above Terms And Conditions

For *Summit Sales LLP*

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Date : __/__/____

Name : ____________

Name : ____________

Requisition Form

Company Name:	GV Research Centers Pvt Ltd	Date:	26-10-21
Site & Phase :	Innopolis	Time:	11:00
Supplier		Req. No.	164070
Material required before date:		ID No.	70672

No	Description	Size	Quantity	Units	Inward No	Dat
1.	Laptop bags		03	No's		
2.						
3.						
4.						
5.						
6						
7.						
8						
9						
10						

Sunil Approv

83992

Remarks: For laptop carry purpose

Prepared By :	sridevi	Approved by	Mr.Balalmurali Krishn
Sign.& Date :	26-10-21	Sign. & Date	26-10-21

Note:

26/10/2021,

APPROVED BY
27 OCT 2021
G. JAI KUMAR
AGM-HR & Admin

- Rahman
- Sanjay
- Sridevi

300

427181

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details

GV Research Centres Pvt Ltd

sy no-542, genome valley ,thurkapally ,hyderabad,telagana

GSTIN : 36AAHCG4562D1ZP

DC No.	18168
DC Date.	30-12-2021
PO No.	83992
PO Date.	28-12-2021
Req ID	70672
Req Date	26-10-2021
Loc Req No	164070

.	Description of Goods	HSN/SAC	Qty
1	7663 - Stationery -other - Executive bag - NA - nos	4202	3
2			
3			
4			
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INWARD

Inward No: 16357 Dt: 30/12/2

MRN No: 101606 Dt: 3/1/22

Received By: Sign:

G.V.R.C. PVT. LTD.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction