PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/01/22	Prepared by	Vanajakshi	Serial no.	1480
Supplier name	Summit sales LLP			HO inward no.	
Firm/Company	GV Research Centers Pvt. Ltd	Project	Innopolis	HO received date	
PO/WO date	10/01/22	PO/WO No.	84372	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21486	13/01/22	2,832/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	102345	Proof of delivery matches MRN	☑ 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:			2,832/-
Amount E – PO / WO value:			2,832/-
Amount F – Difference (A – E):			-
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received		
Close PO / WO	☑ Yes □ No – wait for balance material □ Other		
Payment – due date	24/01/22		
Remarks:	final Bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi	Prabhakar			
Sign:	[signature]	[signature]			
Date	19/01/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

20 JAN 2022

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

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.	21486
GV Research center Pvt Ltd	Invoice Date.	13-01-2022
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	PO No.	84372
	PO Date.	10-01-2022
	Req ID	72775
GSTIN : 36AAHCG4562D1ZP PAN AAHCG4562D	Req Date	08-01-2022
	Loc Req No	164396

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4585 - Electrical - other - Insulation tape - NA - nos	8546	240	10.00	2,400.00	18	432.00
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	2,400.00	432.00
	216.00	216.00	Total Invoice Amount	2,832.00	

Rupees : Two Thousand Eight Hundred Thirty Two Only.

SUMMIT SALES LLP
IN WARD
No: 89647
Date: 13/01
Sign:
R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 11-01-2022 2:38:08 PM Oı

84372
08.01.22 11:42:53

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500(
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Summit Sales LLP	**Doc No**	84372	164396
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	10-01-2022	
	Quote No	NIL	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	08-01-2022	
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	4585 - Electrical - other - Insulation tape - NA - nos	240.00	10.00	0.00	18.00	2,832.00
					Total Order Value . . .	**2,832.00**

Rupees : Two Thousand Eight Hundred Thirty Two Only.

Terms and Conditions :-

Specification /	All items Sl.no.1 to 12 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	10 years warranty.
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 electrical work 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Name : 11/01/2022

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GV Research Centers Pvt Ltd	Date	08.01.2022
Site & Phase:	Innopolis	Time	15.02
Supplier	10.02.2022	Req No	164396
Material required before date:		ID No.	72775

No	Description	Size	Quantity	Units	Inward No	Date
1.	Insulation tapes	-	240	No's		
2.						
3.						
4.						
5.	84372					
6.						
7.						
8.						
9.						
10.						
11.						
12.						

Remarks: Towards Electrical use purpose.

MANAGER PROCUREMENT
MINISH PARIKH
11 JAN 2022
APPROVED

Prepared By	P.Sridevi	Approved by	Mr.Ramesh reddy
Sign. & Date	08.01.2022	Sign. & Date	08.01.2022

Note:

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Research center Pvt Ltd	DC No.	18402
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	DC Date.	13-01-2022
	PO No.	84372
	PO Date.	10-01-2022
	Req ID	72775
GSTIN : 36AAHCG4562D1ZP	Req Date	08-01-2022
	Loc Req No	164396

	Description of Goods	HSN/SAC	Qty
1	4585 - Electrical - other - Insulation tape - NA - nos	8546	240
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 77012
Date: 19/01
Sign:
R.R. DIST.

INWARD	
Inward No: 7884	Dt:
MRN No: 102345	Dt: 13/1/22
Received By:	Sign:

Genome Valley Research Center Pvt. Ltd.