PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/01/22	Prepared by	Vanajakshi	Serial no.	1179
Supplier name	Summit sales LLP			HO inward no.	
Firm/Company	G.V Research Centers Pvt. Ltd	Project	Innopolis	HO received date	
PO/WO date	6/01/22	PO/WO No.	84286	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21434	11/01/22	4,830/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	4,830/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 102354	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:	4,830/-
Amount E – PO / WO value:	4,830/-
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] APPROVED			
Date	19/01/22	20 JAN 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

PRABHAKAR MANAGER - PURCHASE

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

Email: purchase@modiproperties.com

ORIGINAL INVOICE

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details			
GV Research center Pvt Ltd		Invoice No.	21434
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad		Invoice Date.	11-01-2022
		PO No.	84286
		PO Date.	06-01-2022
		Req ID	72708
GSTIN : 36AAHCG4562D1ZP	PAN AAHCG4562D	Req Date	05-01-2022
		Loc Req No	164386

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	6570 - Paints - OBD - 20kgs - buckets	3210	2	2046.61	4,093.22	18	736.78
	White						
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	4,093.22	736.78
	368.39	368.39	Total Invoice Amount	4,830.00	

Rupees : Four Thousand Eight Hundred Thirty Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP R.R. DIST. IN WARD No: 89558 Date: 11/01

Authorised signatory

Purchase Order

   06-01-2022 13:30:54   Original /

84286

5:44:07

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 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	84286	164386
	Doc Date	06-01-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	06-01-2022	
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	6570 - Paints - OBD - 20kgs - buckets *White*	2.00	2,046.61	0.00	18.00	4,830.00
					Total Order Value . . .	**4,830.00**

Rupees : Four Thousand Eight Hundred Twenty Nine and Paise Only.

Terms and Conditions :-

Specification /	All items shall be of 1st quality. Sl no 1-NCL, 2 to 5 Asian brand.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
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	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Cafeteria false ceiling 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.

For ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	GV Research Centers Pvt Ltd	Date:	05-01-22
Site & Phase :	Innopolis	Time:	15:10
Supplier		Req. No.	164386
Material required before date:		ID No.	72708

No	Description	Size	Quantity	Units	Inward No	Date
1.	White OBD	20 ltrs	2	No's		
2.						
3.						
4.	84286					
5.						
6						

Remark: Towards Cafeteria flase ceiling purpose.			
Prepared By :	NIKHIL	Approved by	Ramesh reddy
Sign.& Date :	05-01-22	Sign. & Date	05-01-22

Note:

APPROVED
06 JAN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

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	DC No.	18362
GV Research center Pvt Ltd	DC Date.	11-01-2022
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	PO No.	84286
	PO Date.	06-01-2022
	Req ID	72708
	Req Date	05-01-2022
GSTIN : 36AAHCG4562D1ZP	Loc Req No	164386

	Description of Goods	HSN/SAC	Qty
1	6570 - Paints - OBD - 20kgs - buckets	3210	2
2			
3			
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INWARD

Inward No: 7880 Dt: 13/1/22

[illegible] No: 102354 [illegible] 18/1/22

Received By: [signature] Sign: [signature]

Genome Valley Research Center Pvt. Ltd.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP R.R. DIST.

IN WARD No: 77613 Date: 19/01 Sign:

Subject to Hyderabad Jurisdiction