PURCHASE DIVISION
Advice for approval for credit to supplier

(B)

Date:	28/1/22	Prepared by	Sneha.	Serial no.	- 196
~~Supplier name~~	Santosh Harpalelin			~~HO inward no.~~	
Firm/Company	21/1/22	Project	Innopolis	HO received date	
PO/WO date	GVRC	PO/WO No.	84744	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	119	25/12/22	17,331.84	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			17,331.84/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:		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:			17,331.84/-
Amount E – PO / WO value:			17,331.84/-
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	31/1/22		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Sneha				
Sign:	Sneha				
Date	28/1/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
28 JAN 2022
MINISH PARIKH
MANAGER- PROCUREMENT

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

SANTHOSH TARPAULIN # 2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medchal, Malkajgiri District – 500 010. Telangana State	**GSTIN :36ATWPA1307P1ZC** Email id: santhoshtarp@gmail.com Cell: 9642662732 Bank Account : AXIS BANK Acc.No.919020039284737 IFSC CODE :UTIB0001378
To G V RESERCH CENTERS PVT LTD 5-4-187/3&3 IInd floor SOHAM MANSION MG ROAD SECUNDERABAD 500003 **GSTIN No. 36AAHCG4562D1ZP**	Invoice No: **119** Invoice Date: 25/12/2022 P.O.NO :- 84744/164429 P.O.Date: 21.01.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	HDPE TARPAULIN BLUE SHEET SIZE 12ft X 18ft 40NOS	3926	8640 SFT	@ 1.70/-	**14,688.00**

Rupees in words SEVENTEEN THOUSAND THREE HUNDERD THIRTY ONEAND EIGHTY FOUR PAISE ONLY	**Total ::**	**14,688.00**
	CGST @ 9 %	**1,321.92**
	SGST @ 9 %	**1,321.92**
	IGST 18% ::	
	Grand Total ::	**17,331.84**

8028

Receiver Signature & Seal

For SANTHOSH TARPAULIN

Authorized Signatory

INWARD
No: 8046 Dt: 27/01/22
No: Dt:
Received By: Sign:
Green Valley Research Center Pvt. Ltd.

SUMMIT SALES LLP
IN WARD
No: 90197
Date: 28/01
Sign:
R.R. DIST.

Purchase Order

 22-01-2022 10:45:33 AM

84744
08.01.22 11:53:28

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

Supplier Details			
Santosh Tarpaulin	**Doc No**	84744	164429
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc Date**	21-01-2022	
	Quote No	NIL	
GSTIN 36ATWPA1307P1ZC	**Quote Date**	17-01-2022	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	6010 - Miscellaneous - Plastic Blue Sheet - 18 ft x 12 ft - sft	8,640.00	1.70	0.00	18.00	17,331.84
					Total Order Value . . .	**17,331.84**

Rupees : Seventeen Thousand Three Hundred Thirty One and Paise Eighty Four Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
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. Nagamani(Engineer) - 7981951035
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 Site use 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 *Santosh Tarpaulin*

Name : ____________ Date : __/__/____

Requisition Form

Company Name:	GV Research Centers Pvt Ltd.	Date:	17.01.2022
Site & Phase:	Innopolis.	Time:	10:00
Supplier		Req. No.	164429
Material required before date: 18.01.2022		ID No.	72985

No	Description	Size	Quantity	Units	Inward No	Date
1	Blue Sheets	18x24	20	No's		
2						
3						
4						
5						
6	84744.					
7						
8						
9						

Remarks: Towards Site use purpose.

Prepared By	Sridevi	Approved by	Mr.Ramesh reddy
Sign. & Date	17.01.2022	Sign. & Date	17.01.2022

Note:

APPROVED
17 JAN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE