PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	7/2/22	Prepared by	Nagendar	Serial no.	2428
Supplier name	Summit Sales LLP			HO inward no.	
Firm/Company	GVDC	Project	GVDC	HO received date	
PO/WO date	14/12/21	PO/WO No:	83578	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21185	28/12/21	377-60	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	377.60
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	101408	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:	377-60
Amount E – PO / WO value:	2,088.50
Amount F – Difference (A – E):	1,710.9
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	14/2/22
Remarks: Part bill	

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Nagendar				
Sign:	Nag				
Date	7/2/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
05 FEB 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

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	Invoice No.	21185
GV Discovery Center Pvt Ltd	Invoice Date.	28-12-2021
119,191, Synergy Square1	PO No.	83578
	PO Date.	14-12-2021
	Req ID	72029
GSTIN : 36AAHCG4940K1ZC	Req Date	13-12-2021
	Loc Req No	13433

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7544 - Stationery - other - Marker - NA - nos Black Blue	9608	20	16.00	320.00	18	57.60
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	320.00	57.60
	28.80	28.80	Total Invoice Amount	377.60	

Rupees : Three Hundred Seventy Seven and Paise Sixty Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory

 14-12-2021 11:47:10

Purchase Order

83578
09.12.21 3:17:43

From Company : **G V Discovery Center Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-50003
G S T No. : 36AAHCG4940K1ZC

Supplier Details

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	83578	13433
Doc Date	14-12-2021	
Quote No	Nil	
Quote Date	14-12-2021	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7560 - Stationery - other - Pen - NA - nos *Blue-20 Black-10*	30.00	3.50	0.00	18.00	123.90
2 7544 - Stationery - other - Marker - NA - nos *Black Blue*	20.00	16.00	0.00	18.00	377.60
3 7529 - Stationery - other - File Folders - NA - nos *A3*	200.00	5.50	0.00	18.00	1,298.00
4 7528 - Stationery - other - Fevistick - NA - nos	5.00	20.00	0.00	12.00	112.00
5 7584 - Stationery - other - Scribbling Pads - other - nos	10.00	15.00	0.00	18.00	177.00
			Total Order Value . . .		**2,088.50**

Rupees : Two Thousand Eighty Eight and Paise Fifty Only.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	21185	28/12/21	377.6
2.			
3.			
4.			
5.			

Terms and Conditions :-

Specification /	As per details given in the quotation
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	119, 191 Synergy Square 1 - Phone. -
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 MD 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 Discovery Center Pvt Ltd*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______________

Date : __/__/____

1551

Requisition Form

[illegible]pany Name:	G. V. Discovery Center	Date	13.12.2021
[illegible] & Phase:	SYNERGY 119,191	Time:	11:00 Hrs
		Req. No.	13433
Material required before date:	Urgent	ID No.	72029

No.	Description	Size	Quantity	Units	Inward No	Date
1	Pens (blue)	std	30	nos		
2	Pens (black)	std	20	nos		
3	Markers(black)	std	10	nos		
4	Markers (blue) 83578	std	10	nos		
5	Drawing covers	A3	200	nos		
6	fevistic	std	05	nos		
7	Sebriling pads	std	10	nos		

Remarks: For md sir site visit purpose.

Prepared By:	Vineetha reddy	Approved by	K.Narsing rao
Sign & Date	13.12.2021	Sign & Date	13.12.2021

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

APPROVED
13 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

APPROVED BY
[illegible] DEC 2021
K. Narsing rao
PROJECT MANAGER
G.V.D.C.

DELIVERY CHALLAN

Summit Sales LLP

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

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

ny Namplier / Customer / Transporter - Copy

Phase **Customer Details**

GV Discovery Center Pvt Ltd
119,191, Synergy Square1

GSTIN : 36AAHCG4940K1ZC

DC No.	18117
DC Date.	28-12-2021
PO No.	83578
PO Date.	14-12-2021
Req ID	72029
Req Date	13-12-2021
Loc Req No	13433

	Description of Goods	HSN/SAC	Qty
1	7544 - Stationery - other - Marker - NA - nos	9608	20
2			
3			
4			
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Inward No: 1041 Dt: 28/12/21
MRN No: 101408 Dt: 11:02
Received By: Sign: Ranjan
Genome Valley Discovery Center Pvt. Ltd

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

Authorised signatory