PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 14/2/22 | Prepared by | Monu | Serial no. | 2841 |
| Supplier name | Anisha Associates | | | HO inward no. | |
| Firm/Company | GVDC | Project | Genopolis | HO received date | |
| PO/WO date | 9/2/22 | PO/WO No. | 85332 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 309 | 9/2/22 | 10,9450/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 10950/- |
| Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |
| MRN nos.: 103682 — 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: | 10950/- |
| Amount E – PO / WO value: | 10950/- |
| 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 | 21/2/22 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Monu | Prabhakar | | | |
| Sign: | Monu | [signature] | | | |
| Date | 14/2/22 | | | | |
| Approval limit | Upto 20k | Above 20k | Above 100k | Upto 20k | Above 20k |

APPROVED 15 FEB 2022 P. PRABHAKAR Sr. 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

# ANISHA ASSOCIATES

**AUTHORISED DISTRIBUTORS :**
**DR FIXIT, ROFF, MYK, ZYDEX & CERA CHEM CONSTRUCTION CHEMICALS**

Pidilite
Building Bonds

No. 3-6-98, Vasavi Towers, Below Cafe Coffee Day,
West Marredpally Main Road, Secunderabad - 500 026.
✆ : 040-48509804, Mob : 9246589804 E-mail : anishaassociates68@gmail.com

**GSTIN : 36ABTPV3594Q1Z8**

| | |
|---|---|
| Buyer / To M/s G.V Discovery Centere Pvt ltd. 119,191 Synergy square 1 GST No: 36AAHCG 4940K1ZC | No. 309 Date : 09/02/2022 |
| | Your order No. 85332 Date 09/02/2022 |
| | Our D.C. No. 275 Date : 09/02/2022 |
| | Documents Sent through |

| S.No. | DESCRIPTION | Packing | Qty. | Unit Price | AMOUNT Rs. | Ps. |
|---|---|---|---|---|---|---|
| 1) | Cera Anchor set HSN Code: 39079990 | 119 | 30 | 309.32 | 9279 | 60 |
| | Material Received by Krishnam Raju | | Total Taxable | | 9279 | 60 |
| | | | CGST @ 9% | | 835 | 16 |
| | | | SGTS @ 9% | | 835 | 16 |
| | | | IGST @ | | / | |
| | | | TOTAL | | 10,950 | 00 |

SUMMIT SALES LLP R.R. DIST. INWARD No: 91069 Date: 15/2 Sign:

Rupees Ten Thousand Nine Hundred and fifty Rupees only

*Goods once sold will not be taken back or exchanged*
*Subject to Hyderabad Jurisdiction.*

P. Sadasiva
For Anisha Associates

# Purchase Order

 09-02-2022 12:11:41 PM Ori

85332
31.01.22 4:53:34

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** | | | |
|---|---|---|---|
| Anisha Associates | **Doc No** | 85332 | 13471 |
| No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad. | **Doc Date** | 09-02-2022 | |
| | **Quote No** | NIL | |
| **GSTIN** 36ABTPV3594Q1Z8 NA | **Quote Date** | 09-02-2022 | |
| 66209804 9246589804 | **SupplyType** | Supply | |

**Kind Attn : Mr. Kishan Raj**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 3101 - Chemicals - Adhesive set - NA - kgs | 30.00 | 309.32 | 0.00 | 18.00 | 10,949.93 |
| | | | | | **Total Order Value . . .** | **10,949.93** |

Rupees : Ten Thousand Nine Hundred Fourty Nine and Paise Ninty Three Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | As per details given in the quotation. |
| **Payment Terms** | On complete delivery of all maerials only. |
| **Tax** | Inclusive of all GST taxes |
| **Delivery Date** | Next Day. |
| **Delivery Location** | 119, 191 Synergy Square 1<br>-<br>Phone. - |
| **Penality For Delay** | Nil |
| **Transportation** | Extra. |
| **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 Discovery Center Pvt Ltd*

Authorised Signatory

09/02/2022

Name : ____________

Accepted the above Terms And Conditions

For ***Anisha Associates***

Name : ____________

Date : __/__/____

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | GVDC | Date | 9-2-2022 |
| Site & Phase | Genopolis | Time | 10.45 |
| Supplier | | Req. No | 13471 |
| Material required before date | Urgent | ID No. | 73664 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | **Anchor Set** | 1KG | 30 | NOS | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | 85332 | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

APPROVED
09 FEB 2022
MINISH PARIKH
MANAGER PROCUREMENT

Remarks For 119 Building Elevation Chajja Purpose

| | | | |
|---|---|---|---|
| Prepared By | Rajesh Babu | Approved by | [signature] |
| Sign & Date | | Sign. & Date | K Narsinga Rao 09/02/2022 |

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

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | GVDC | Date: | |
| Site & Phase: | Genopolis | Time: | |
| Supplier | | Req. No. | |
| Material required before date: | | ID No. | |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks:

| | | | |
|---|---|---|---|
| Prepared By | | Approved by | |
| Sign.& Date | | Sign. & Date | |

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

**TAX INVOICE**

# ANISHA ASSOCIATES

Pidilite
**Building Bonds**

AUTHORISED DISTRIBUTORS :
DR FIXIT, ROFF, MYK, ZYDEX & CERA CHEM CONSTRUCTION CHEMICALS

No. 3-6-98, Vasavi Towers, Below Cafe Coffee Day,
West Marredpally Main Road, Secunderabad - 500 026.
✆ : 040-48509804, Mob : 9246589804 E-mail : anishaassociates68@gmail.com

**GSTIN : 36ABTPV3594Q1Z8**

Buyer / To M/s G.V Discovery Centere Pvt Ltd 110 191 Synergy Square 1 GST No: 36AAHCG 4940 K1ZC

No. 303 Date : 09/02/2022
Your order No. 85332 Date 09/02/2022
Our D.C. No. 275 Date : 09/02/2022
Documents Sent through

| S.No. | DESCRIPTION | Packing | Qty. | Unit Price | AMOUNT Rs. | Ps. |
|---|---|---|---|---|---|---|
| 1) | Cera Anchor set<br>HSN Code: 39079990 | 1 kg | 30 | 309.32 | 9279 | 60 |
| | | Total Taxable | | | 9279 | 60 |
| | | CGST @ | | 9 % | 835 | 16 |
| | | SGTS @ | | 9 % | 835 | 16 |
| | | IGST @ | | | / | |
| | | TOTAL | | | 10,950 | 00 |

INWARD
Inward No: 1143 Dt: 10/02/22
MRN No: 103682 Dt: 16.02
Received By: Sign: Ranjan
Genome Valley Discovery Center Pvt. Ltd

Rupees Ten Thousand Nine hundred and fifty Rupees only

*Goods once sold will not be taken back or exchanged*
*Subject to Hyderabad Jurisdiction.*

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 91069
Date: 15/2
Sign:

P. Sadashiva
For Anisha Associates