PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	9/2/22	Prepared by	Prabhakar	Serial no.	- 2667
Supplier name	Santosh Tarpaulin			HO inward no.	
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	3/1/22	PO/WO No.	85239	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	124	9/2/22	3,697.96	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,697.76
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:	3,697.76
Amount E – PO / WO value:	4,159.50
Amount F – Difference (A – E):	461.24
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: Fi	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED			
Date		09 FEB 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

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: **124** Invoice Date: 09/02/2022 P.O.NO :- 85239/164497 P.O.Date: 03.01.2022

Sl. No.	Descriptions	Code SAC HSN	Qty	Rate	Amount Rs. Ps.
1	NYION ROPE 16 MM	5607	10.150 KGS	@ 235 /-	**2,385.25**
2	NYLON ROPE 06MM	5607	3.900 KGS	@ 235/-	**916.50**

Rupees in words THREE THOUSAND SIX HUNDERD NINTY SEVEN and NINTY SIX PAISE ONLY	**Total ::**	**3,301.75**
	CGST @ 6 %	**198.105**
	SGST @ 6 %	**198.105**
	IGST ::	
	Grand Total ::	**3,697.96**

Receiver Signature & Seal	**For SANTHOSH TARPAULIN** **Authorized Signatory**

Purchase Order

 07-02-2022 4:44:57 PM Orig

85239
31.01.22 4:53:34

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50000:
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Santosh Tarpaulin	**Doc No**	85239	164497
2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010	**Doc Date**	03-01-2022	
	Quote No	Nil	
GSTIN 36ATWPA1307P1ZC	**Quote Date**	03-01-2022	
9642662732	**SupplyType**	Supply	

Kind Attn : Santosh Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2146 - Carpentry - hardware - Nylon Rope - Others - kgs *16mm*	10.00	235.00	0.00	18.00	2,773.00
2	2146 - Carpentry - hardware - Nylon Rope - Others - kgs *6mm*	5.00	235.00	0.00	18.00	1,386.50
					Total Order Value . . .	**4,159.50**

Rupees : Four Thousand One Hundred Fifty Nine and Paise Fifty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	GST 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 items not confirming to qlty & specs. Breakage in your account. Above order Towards 2727 scaffolding work purpose and landscape 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

Accepted the above Terms And Conditions

For ***Santosh Tarpaulin***

Name : ______________________

Name : ______________________

Date : __/__/____

Contact - -

Sunday Scaffolding Madhu

Requisition Form

Company Name:	GV Research Centers Pvt Ltd.	Date:	03.02.2022
Site & Phase:	Innopolis.	Time:	10:00
Supplier		Req. No.	164497
Material required before date:	03.02.2022	ID No.	73541

No	Description	Size	Quantity	Units	Inward No	Date
1	Nylon Rope	16mm	10	Kg's		
2	Nylon Rope Santhosh 2146	6mm	5	Kg's		
3						
4						
5		85239				
6						
7						
8						
9	Madhu					

Remarks: Towards 2727 scaffolding work purpose and landscape purpose

Prepared By	Madhu	Approved by	T.Madhu
Sign. & Date	03.02.2022	Sign. & Date	03.02.2021

Note:

TAX-INVOICE

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SGST @ 6 %	**198.105**
IGST ::	
Grand Total ::	**3,697.96**

Receiver Signature & Seal

INWARD
8227 Dt: 10/2/22
103582 Dt: 12/2/22
Sign:
D.Rajkumar D.Rajkumar
Research Center Pvt. Ltd.
8227

For SANTHOSH TARPAULIN

SANTHOSH TARPAULIN

Authorized Signatory