

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 19/2/22		Prepared by: [Signature]		Serial no. 2238	
Supplier name: [Signature]				HO inward no.	
Firm/Company: [Signature]		Project: [Signature]		HO received date	
PO/WO date: 11/2/22		PO/WO No. 85405		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	22189	18/2	3091.60	☐ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				3091.60	
Proof of delivery by way of: ☐ DCs/bill ☒ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.: 18989	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:				3091.60	
Amount E – PO / WO value:				3091.60	
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		22/2			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:		[Signature]			
Sign:		[Signature]			
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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.

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

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 :

Customer Details				Invoice No.	22189		
GV Research center Pvt Ltd				Invoice Date.	18-02-2022		
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad				PO No.	85405		
				PO Date.	11-02-2022		
				Req ID	73730		
				Req Date	09-02-2022		
				Loc Req No	164531		
GSTIN : 36AAHCG4562D1ZP				PAN AAHCG4562D			
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	9595 - Tools - Staff Helmets - NA - nos		20	131.00	2,620.00	18	471.60
2							
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4							
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10							
11							
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13							
14							
15							
IGST				CGST		SGST	
235.80				235.80		Total Taxable Amount	
Total Invoice Amount				2,620.00		471.60	
Total Invoice Amount				3,091.60			

Rupees : Three Thousand Ninty One and Paise Sixty Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction



Authorised signatory

Purchase Order

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11-02-2022 12:03:55



85405

31.01.22 4:53:35

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

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	85405	164531
	Doc Date	11-02-2022	
	Quote No	Nil	
	Quote Date	11-02-2022	
	SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 9595 - Tools - Staff Helmets - NA - nos	20.00	131.00	0.00	18.00	3,091.60
Total Order Value . . .					3,091.60
Rupees : Three Thousand Ninty One and Paise Sixty Only.					

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	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penalty 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 Engineers 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 deli vary /DC can be sent by email.

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Contact : _____

Requisition Form

Company Name:	GV Research Centers Pvt Ltd.	Date:	09.02.2022
Site & Phase:	Innopolis.	Time:	11:00
Supplier		Req. No.	164531
Material required before date:	11.02.2022	ID No.	73730

No	Description	Size	Quantity	Units	Inward No	Date
1.	White Helmets(Engineers)		20	No's		
2.						
3.						
4.						
5.						
	85405					

Remarks: Towards Engineers purpose.

Prepared By	Sridevi	Approved by	Ramesh reddy
Sign. & Date	09.02.2022	Sign. & Date	09.02.2022

Note:

[Handwritten signature]

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

1 of 1 : 18-02-2022

Customer Details		DC No.	18989
GV Research center Pvt Ltd		DC Date.	18-02-2022
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad		PO No.	85405
		PO Date.	11-02-2022
		Req ID	73730
		Req Date	09-02-2022
GSTIN : 36AAHCG4562D1ZP		Loc Req No	164531
Description of Goods		HSN/SAC	Qty
1	9595 - Tools - Staff Helmets - NA - nos		20
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Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 8325	Dt: 18/2/22
MRN No: 03916	Dt: 19/2/22
Received By: 	Sign: 
Genome Valley Research Center Pvt. Ltd.	

for Summit Sales LLP

Authorised signatory.

