

PURCHASE DIVISION
Advice for approval for credit to supplier

(16)

Date:	22/2/22	Prepared by	Prabhakar	Serial no.	- 2320
Supplier name	Elegant enterprises	HO inward no.			
Firm/Company	GVRCL	Project	Pinopolis	HO received date	
PO/WO date	15/2/22	PO/WO No.	85547	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	EE 2122-0531	15/2/22	3,224	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 3,224

Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.	103771	Proof of delivery matches MRN	☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 3,224

Amount E – PO / WO value: 3,223.76

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 28/2/22

Remarks: Final bill

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:					
Date		23 FEB 2022			
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.

Purchase Order

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19-02-2022 11:18:03 AM



85547

14.02.22 2:32:32

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500
G S T No. : 36AAHCG4562D1ZP

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003.

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	85547	164543
Doc Date	15-02-2022	
Quote No	NIL	
Quote Date	11-02-2022	
SupplyType	Supply	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4697 - Electrical - wires - Copper wire - NA - mtrs 1Sq,mm x 2Core Copper Flexible wire	100.00	27.32	0.00	18.00	3,223.76
Total Order Value . . .					3,223.76

Rupees : Three Thousand Two Hundred Twenty Three and Paise Seventy Six Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms Against 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 is for ETP and STP purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks nil

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Name :

19/02/2022

Name :

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Date : / /

Requisition Form

Company Name		GV Research Centers Pvt Ltd.		Date		11.02.2022	
Site & Phase:		Innopolis.		Time:		17.04	
Supplier				Req. No.		164543	
Material required before date:				ID No.		73819	
No	Description	Size	Quantity	Units	Inward No	Date	
1.	1sqmm 2 core,copper cable	-	100	meters			
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
Remarks: Towards ETP & STP Purpose.							
Prepared By		Ramesh reddy		Approved by		Mr.Ramesh reddy	
Sign. & Date		11.02.2022		Sign. & Date		11.02.2022	

Note:

85547

18 FEB 2022
MANISH BASHIN
MANAGER