PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	22/2/22	Prepared by	Ramya	Serial no.	--2298
Supplier name	G krishna Murthy & Sons			HO inward no.	
Firm/Company	GVDC	Project	Synergy	HO received date	
PO/WO date	14/12/21	PO/WO No.	83580	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	403	16/12/21	1425/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,425/-

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

MRN nos.:	101081	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:	1,425/-
Amount E – PO / WO value:	1,425/-
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	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	R				
Date	22/2/22				
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.

Original Bill required.

GSTIN : 36ACPPG6253J1Z9
Under Composition Scheme

BILL OF SUPPLY

Ph : 66338850
27810914

G. KRISHNA MURTHY & SONS

Dealers In : Detergents, Disinfectant, House Keeping Materials, General Goods & waxes

3-4-448, General Bazar, Secunderabad -3.

No. 403

Date: 16/12/2021

M/s. C.V. Discovery Centre Pvt Ltd - 83580 - 13432

Qty.	PARTICULARS	Rate	Amount Rs.	Ps.
2 no	Swing Dust Bin	600/-	1200	00
5 no	Tissue Box	45/-	225	00
		TOTAL	1425	00

INWARD
Inward No: 1029 Dt: 26/12/2021
MRN No: 101081 Dt: 03.12
Received By: R. vinuthna reddy Sign:

Goods once sold will not be taken back or exchanged.

Signature

For G. Krishna Murthy And Sons.
Proprietor

...% per annum if payment is not made within 30 days.
...s no sooner goods are handed over to the carrying agency.
...ust Payees Cheques only.
... Jurisdiction only.

19/2/22

SUMMIT SALES LLP
INWARD
No: 89924
Date: 29/12
Sign:
R.R. DIST.

Purchase Order

14-12-2021 13:41:21

83580
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

G. Krishna Murthy & Sons
3-4-448, General Bazar, Secunderabad -3.

GSTIN 36ACPPG6253J1Z9
040-66338850/27810914 9849049544

Doc No	83580	13432
Doc Date	14-12-2021	
Quote No	Nil	
Quote Date	20-10-2021	
SupplyType	Supply	

Kind Attn : Mr. Raja Shekar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4026 - Consumables - Dust bin - NA - nos *SS Dust bin 8 ltrs with lid*	2.00	600.00	0.00	0.00	1,200.00
2	6201 - Miscellaneous - Tissue paper - NA - Box	5.00	45.00	0.00	0.00	225.00
					Total Order Value . . .	**1,425.00**

Rupees : One Thousand Four Hundred Twenty Five Only.

Terms and Conditions :-

Specification /	All Items shall be of 1st qlty.
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in above price.
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 sir site Visit 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 *G. Krishna Murthy & Sons*

Name : ____________________

Date : __/__/____

1551

Requisition Form

Company Name:	G. V. Discovery Center	Date:	13.12.2021
Site & Phase :	SYNERGY 119,191	Time:	11:00 Hrs
		Req. No.	13432
Material required before date:	Urgent	ID No.	72028

No	Description	Size	Quantity	Units	Inward No	Date
1	Tea flask	1 liters	01	nos		
2	Steel dust bins	std 83580	02	nos		
3	M fold tissue papers	std	05	Bundles		
4						
5						

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
13 DEC 2021
PROJECT MANAGER
G.V.D.C.