PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	23/2	Prepared by	prabhakar	Serial no.	2381
Supplier name	S.K. Enterprises			HO inward no.	
Firm/Company	GVPRE	Project	Imagopolis	HO received date	
PO/WO date	28/1	PO/WO No.	84921	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	694	21/2	35,986-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	35,986-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	104034	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:	35,986-00
Amount E – PO / WO value:	35,986-00
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
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		prabhakar APPROVED			
Sign:		[signature]			
Date		23 FEB 2022			
Approval limit	Upto 20k	Above 20k P. PRABHAKAR Sr. MANAGER PURCHASE	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.

G.S.T. INVOICE

Ph : 040-48544485

S.K. ENTERPRISES

Authorised Sales & Service Dealers of **EXIDE BATTERIES**
5-4-187/5, Karbala Maidan, M.G. Road, Secunderabad-3.
Cell : 9848996678

EXIDE

Name: G.V. RESERCH CENTERS (P) LTD.
Address: 5-4-187/3&4 IInd Floor, Soham Mansion, MG Road. Secunderabad.
Date 28/1/2022 PO No. 84924 164463
G.S.TIN No. 36AAHCG4562D1ZP Phone No

~~CASH~~ / CREDIT INVOICE No. 694 Date : 21/2/2022 D.C. No. Date : 21/2/2022

Vehicle No. / Bty. Serial No.

Sl.No.	PARTICULARS	Quantity	RATE Per Each	AMOUNT Rs.	Ps.
	Exide Batteries fulley charged. XP1800 (12V)	Two	15619/-	31238	00
	Less Discut			3124	00
	S.No: A4JID011080 A4JID012297				
				28114	00
			SGST 14 %	3936	00
			CGST 14%	3936	00
	H.S.N. Code : 85071000, ~~85072000, 85044010~~		TOTAL	35986	00
Rupees :			Amount	35986	00

INWARD
Inward No: 8364 Dt: 22/2/22
MRN No: 104034 Dt: 22/2/22
Received By: D Rajkumar Sign: D Rajkumar
G.V.R.C. PVT. LTD.

SUMMIT SALES LLP R.R. DIST.
INWARD No. 91930 Date: 22/2 Sign:

S.K. ENTERPRISES : Andhra Bank, Rajbhavan Road Branch
A/c No : 049013046000382, IFSC Code : UBIN0804908
E-mail : skenterprises_secbad@yahoo.co.in

GSTIN : 36AANFS7053A1Z7
TIN No. : 36320256393

Customer Signature

For **S.K. ENTERPRISES**
S. Naidu.

Purchase Order

 28-01-2022 15:51:27

84921
08.01.22 12:01:49

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

Supplier Details

S.K. Enterprises
5-4-187/5, Karbala Maidan, M.G. Road, Secunderabad -3

GSTIN 36AANFS7053A1Z7 2754-3100
2754-2144 9848996676

Doc No	84921	164463
Doc Date	28-01-2022	
Quote No	Nil	
Quote Date	26-01-2022	
SupplyType	Supply	

Kind Attn : Mr. Narsimha / Ugender

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5121 - Equipment - other - Battery - industrial - other - nos *180AH*	2.00	17,993.00	0.00	0.00	35,986.00
					Total Order Value . . .	**35,986.00**

Rupees : Thirty Five Thousand Nine Hundred Eighty Six Only.

Terms and Conditions :-

Specification / Brand	Items shall be of 'Exide' brand.
Payment Terms	Within 7 days of delivery.
Tax	All taxes included in above price.
Delivery Date	Within 2days
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	44 Months
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Pump room & Yard Hydrant purpose.
Completion Date	NA
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

Name : 28/01/2022

Accepted the above Terms And Conditions
For *S.K. Enterprises*

Name : ____________

Date : __/__/____