

PURCHASE DIVISION
Advice for approval for credit to supplier

(8)

Date: 28/2/22		Prepared by: <i>Monika</i>		Serial no. 2485	
Supplier name: <i>SSLP</i>				HO inward no.	
Firm/Company: <i>GIVDC</i>		Project: <i>Grenopolu</i>		HO received date	
PO/WO date: 21/2/22		PO/WO No. 85756		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	22344	26/2/22	1578.84/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				1578.84/-	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.: 104304		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:				1579/-	
Amount E – PO / WO value:				1579/-	
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:					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	<i>Monika</i>				
Sign:	<i>Monika</i>				
Date	28/2/22				
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.

TAX INVOICE

Summit Sales LLP**ORIGINAL INVOICE**

#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.		22344	
GV Discovery Center Pvt Ltd 119,191, Synergy Square1				Invoice Date.		26-02-2022	
				PO No.		85756	
				PO Date.		21-02-2022	
				Req ID		74032	
				Req Date		19-02-2022	
				Loc Req No		13478	
GSTIN : 36AAHCG4940K1ZC				PAN AAHCG4940K			
	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7544 - Stationery - other - Marker - NA - nos Red	9608	10	16.00	160.00	18	28.80
2	7565 - Stationery - other - Pencil Carbon Paper - NA -	4809	1	156.00	156.00	18	28.08
3	7560 - Stationery - other - Pen - NA - nos black	9608	20	3.50	70.00	18	12.60
4	7560 - Stationery - other - Pen - NA - nos blue	9608	20	3.50	70.00	18	12.60
5	7544 - Stationery - other - Marker - NA - nos blue	9608	10	16.00	160.00	18	28.80
6	7544 - Stationery - other - Marker - NA - nos black	9608	10	16.00	160.00	18	28.80
7	7594 - Stationery - other - Stapler pin - other - boxes big	7415	2	6.00	12.00	18	2.16
8	7571 - Stationery - other - Projects folder - NA - nos		100	5.50	550.00	18	99.00
9							
10							
11							
12							
13							
14							
15							
IGST		CGST	SGST	Total Taxable Amount		1,338.00	240.84
		120.42	120.42	Total Invoice Amount		1,578.84	
Rupees : One Thousand Five Hundred Seventy Eight and Paise Eighty Four Only.							

Rupees : One Thousand Five Hundred Seventy Eight and Paise Eighty Four Only.

for Summit Sales LLP



Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

Page(s):1 Of 2

22-02-2022 10:18:04

01



85756

14.02.22 2:32:34

From Company : **G V Discovery Center Pvt Ltd**

5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-5000

G S T No. : 36AAHCG4940K1ZC

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

85756

13478

Doc Date

21-02-2022

Quote No

NIL

Quote Date

21-02-2022

SupplyType

Supply

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7544 - Stationery - other - Marker - NA - nos Red	10.00	16.00	0.00	18.00	188.80
2 7565 - Stationery - other - Pencil Carbon Paper - NA - boxes	1.00	156.00	0.00	18.00	184.08
3 7560 - Stationery - other - Pen - NA - nos black	20.00	3.50	0.00	18.00	82.60
4 7560 - Stationery - other - Pen - NA - nos blue	20.00	3.50	0.00	18.00	82.60
5 7544 - Stationery - other - Marker - NA - nos blue	10.00	16.00	0.00	18.00	188.80
6 7544 - Stationery - other - Marker - NA - nos black	10.00	16.00	0.00	18.00	188.80
7 7594 - Stationery - other - Stapler pin - other - boxes big	2.00	6.00	0.00	18.00	14.16
8 7571 - Stationery - other - Projects folder - NA - nos	100.00	5.50	0.00	18.00	649.00
Total Order Value . . .					1,578.84

Rupees : One Thousand Five Hundred Seventy Eight and Paise Eighty Four Only.

Terms and Conditions :-**Specification /** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Next Working Day.**Delivery Location** 119, 191 Synergy Square 1-
Phone. -**Penalty For Delay** Nil**Transportation** Transport cost shall be borne by us.**Warranty** NilFor **G V Discovery Center Pvt Ltd**

Authorised Signatory

Name : _____

Contact :-

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

Purchase Order

Page(s):2 Of 2

22-02-2022 10:18:04

Original / Office Copy / Purchase Div.Copy

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications.Above order Forsite use purpose.

Completion Date NA

Measurment NA

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 : 

Contact :-

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

Requisition Form

Company Name:	G. V. Discovery Centre	Date:	19.02.2022
Site & Phase :	Genopolis	Time:	17:00 Hrs
supplier		Req. No.	13478
Material required before date:	Urgent	ID No.	74032

No	Description	Size	Quantity	Units	Inward No	Date
1	Permanent Markers Red	Std	10	Nos		
2	Carbon Paper	Std	20	Nos		
3	Pens Black	Std	02	Packets		
4	Pens Blue	Std	02	Packets		
5	Permanent Markers Blue	Std	10	Nos		
6	Permanent Markers Black	Std	10	Nos		
7	Staplers pins big size	Std	2	packets		
8	Permanent Markers black	Std	10	Nos		
9	A3 size Covers	Std	02	packets		

Remarks: For Site use pupose

Prepared By:	Rajesh Babu	Approved by	
Sign. & Date	19.02.2022	Sign. & Date	



DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M G Road, Secunderabad - 500003

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy

Customer Details

GV Discovery Center Pvt Ltd
119,191, Synergy Square1

GSTIN: 36AAHCG4940K1ZC

1 of 1 : 26-02-2022

DC No.	19130
DC Date.	26-02-2022
PO No	85756
PO Date	21-02-2022
Req ID	74032
Req Date	19-02-2022
Loc Req No	13478

Description of Goods

HSN/SAC	Qty
9608	10
4809	1
9608	20
9608	20
9608	10
9608	10
7415	2
	100

- 1 7544 - Stationery - other - Marker - NA - nos
- 2 7565 - Stationery - other - Pencil Carbon Paper - NA - boxes
- 3 7560 - Stationery - other - Pen - NA - nos
- 4 7560 - Stationery - other - Pen - NA - nos
- 5 7544 - Stationery - other - Marker - NA - nos
- 6 7544 - Stationery - other - Marker - NA - nos
- 7 7594 - Stationery - other - Stapler pin - other - boxes
- 8 7571 - Stationery - other - Projects folder - NA - nos
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Subject to Hyderabad Jurisdiction

INWARD	
Inward No: 1170	Dt: 27/04/22
MRN No: 104304	Dt: 11/3928/2/22
Received By:	Sign: Rmjan
Genome Valley Discovery Center Pvt. Ltd.	

for Summit Sales LLP

Authorised signatory

