PURCHASE DIVISION

Advice for approval for credit to supplier

2

Date:	11/3/22	Prepared by	Prabhakar	Serial no.	2846
Supplier name	SSLLP			HO inward no.	
Firm/Company	GNRC	Project	Amopolis	HO received date	
PO/WO date	7/3	PO/WO No.	86163	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22502	8/3	1428.75	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1428.75
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 104683	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:	1428.75
Amount E – PO / WO value:	2349.15
Amount F – Difference (A – E):	920.40
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	10/3
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED			
Date		10 MAR 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

PRABHAKAR
Sr. MANAGER PURCHASE

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

Customer Details			
GV Research center Pvt Ltd		Invoice No.	22502
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad		Invoice Date.	08-03-2022
		PO No.	86163
		PO Date.	07-03-2022
		Req ID	74421
GSTIN : 36AAHCG4562D1ZP	PAN AAHCG4562D	Req Date	07-03-2022
		Loc Req No	164672

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7544 - Stationery - other - Marker - NA - nos (red,black,green,blue.)	9608	40	16.00	640.00	18	115.20
2	7560 - Stationery - other - Pen - NA - nos (blue,black.)	9608	60	3.50	210.00	18	37.80
3	7594 - Stationery - other - Stapler pin - other - boxes (small)	7415	5	6.00	30.00	18	5.40
4	7594 - Stationery - other - Stapler pin - other - boxes (big)	7415	5	19.50	97.50	18	17.56
5	7528 - Stationery - other - Fevistick - NA - nos	9608	10	20.00	200.00	12	24.00
6	7523 - Stationery - other - Eraser - NA - nos		10	1.50	15.00	18	2.70
7	7585 - Stationery - other - Sharpner - NA - nos	8214	10	3.00	30.00	12	3.60
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
	103.13	103.13	Total Taxable Amount	1,222.50	206.26
			Total Invoice Amount	1,428.75	

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

SUMMIT SALES LLP R.R. DIST. IN WARD No: 91997 Date: 8/3 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

07-03-2022 2:55:17 PM Orig 86163

28.02.22 2:52:28

Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Summit Sales LLP	**Doc No**	86163	164672
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	07-03-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	07-03-2022	
040-66335551 9618244433	**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,black,green,blue.)*	80.00	16.00	0.00	18.00	1,510.40
2	7560 - Stationery - other - Pen - NA - nos *(blue,black.)*	100.00	3.50	0.00	18.00	413.00
3	7594 - Stationery - other - Stapler pin - other - boxes *(small)*	5.00	6.00	0.00	18.00	35.40
4	7594 - Stationery - other - Stapler pin - other - boxes *(big)*	5.00	19.50	0.00	18.00	115.05
5	7528 - Stationery - other - Fevistick - NA - nos	10.00	20.00	0.00	12.00	224.00
6	7523 - Stationery - other - Eraser - NA - nos	10.00	1.50	0.00	18.00	17.70
7	7585 - Stationery - other - Sharpner - NA - nos	10.00	3.00	0.00	12.00	33.60
					Total Order Value . . .	**2,349.15**

Rupees : Two Thousand Three Hundred Fourty Nine and Paise Fifteen 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	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
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 site office work

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	22502	8/3	1428.75
2.			
3.			
4.			
5.			

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Name : ______________

Contact - -

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______________

Date : __/__/____

Requisition Form

pany Name:	GV Research Centers Pvt Ltd.	Date:	07.03.2022
te & Phase:	Innopolis.	Time:	1[illegible].15
Supplier		Req. No.	164672
Material required before date:		ID No.	74421

No	Description	Size	Quantity	Units	Inward No	Date
1.	Permanent marker (red)	-	20	No's		
2.	Permanent marker (black)	-	20	No's		
3.	Permanent marker (green)	-	20	No's		
4.	Permanent marker (blue)	-	20	No's		
5.	Pens (blue)	-	60	No's		
6.	Pens (black) 86163	-	60	No's		
7.	Stapler pins	-	10	No's		
8	Glue sticks	-	10	No's		
9.	Sharpeners	-	10	No's		
10.	Eraser	-	10	No's		
11.						
12.						

Remarks: Towards site use purpose.

Prepared By	S.Nagamani	Approved by	Mr.Rameshreddy
Sign. & Date	07.03.2022	Sign. & Date	07.03.2022

Note:

APPROVED

07 MAR 2022

P. PRABHAKAR
Sr. MANAGER PURCHASE

DELIVERY CHALLAN

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

Customer Details	DC No.	19243
GV Research center Pvt Ltd	DC Date.	08-03-2022
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	PO No.	86163
	PO Date.	07-03-2022
	Req ID	74421
	Req Date	07-03-2022
GSTIN : 36AAHCG4562D1ZP	Loc Req No	164672

	Description of Goods	HSN/SAC	Qty
1	7544 - Stationery - other - Marker - NA - nos	9608	40
2	7560 - Stationery - other - Pen - NA - nos	9608	60
3	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
4	7594 - Stationery - other - Stapler pin - other - boxes	7415	5
5	7528 - Stationery - other - Fevistick - NA - nos	9608	10
6	7523 - Stationery - other - Eraser - NA - nos		10
7	7585 - Stationery - other - Sharpner - NA - nos	8214	10
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Subject to Hyderabad Jurisdiction

INWARD
Inward No: 8562 Dt: 8/3/22
MRN No: 104683 Dt: 9/3/22
Received By
G.V.R.C. PVT. LTD.

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP
INWARD
No. 78350
Date: 9/3

8562