PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	12/3/22	Prepared by	Manu	Serial no.	2074
Supplier name	SSLhp			HO inward no.	
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	19/2/22	PO/WO No.	85714	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22568	10/3/22	1022/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1022/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 104819	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:	1022/-
Amount E – PO / WO value:	1703.63/-
Amount F – Difference (A – E):	681.45/-
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	21/3/22
Remarks: Final Bill	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manu				
Sign:	Manu				
Date	12/3/22				
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

ORIGINAL INVOICE

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

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Research center Pvt Ltd	Invoice No.	22568
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	Invoice Date.	10-03-2022
	PO No.	85714
	PO Date.	19-02-2022
	Req ID	73993
GSTIN : 36AAHCG4562D1ZP PAN AAHCG4562D	Req Date	18-02-2022
	Loc Req No	164590

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7514 - Stationery - other - Cello Tape - other - nos brown		15	57.75	866.25	18	155.92
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	866.25		155.92
	77.96	77.96	Total Invoice Amount	1,022.18		

Rupees : One Thousand Twenty Two and Paise Eighteen Only.

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
INWARD
No. 92155
Date: 10/3
Sign:
R.R. DIST.

Authorised signatory

Purchase Order

 19-02-2022 3:16:44 PM Original

85714
14.02.22 2:32:34

From 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**	85714	164590
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	19-02-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	18-02-2022	
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	7514 - Stationery - other - Cello Tape - other - nos *brown*	25.00	57.75	0.00	18.00	1,703.63
					Total Order Value . . .	**1,703.63**

Rupees : One Thousand Seven Hundred Three and Paise Sixty Three Only.

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	22232	22/02/22	681.45
2.			
3.			
4.			
5.			

Blnc Amount: 1,022.18

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 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.

Part/

For ***G V Reserch Centers Pvt Ltd***
Authorised Signatory

19/02/2022

Name : ____________

Contact - -

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	GVRC	Date:	18.02.2022
Site & Phase:	Innopolis	Time:	15:00
Supplier		Req. No.	164590
Material required before date:		ID No.	73993

No	Description	Size	Quantity	Units	Inward No	Date
1.	Brown Tapes		25	No's		
2.						
3.						
4.	85714					
5.						
6						
7						
8						
9						

Remarks: Towards site use purpose.

Prepared By	Rajashekar	Approved by	Madhu
Sign. & Date	18.02.2022	Sign. & Date	18.02.2022

Note:

APPROVED
18 FEB 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.	19301
GV Research center Pvt Ltd	DC Date.	10-03-2022
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	PO No.	85714
	PO Date.	19-02-2022
	Req ID	73993
	Req Date	18-02-2022
GSTIN : 36AAHCG4562D1ZP	Loc Req No	164590

	Description of Goods	HSN/SAC	Qty
1	7514 - Stationery - other - Cello Tape - other - nos		15
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
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30			

for Summit Sales LLP

INWARD
Inward No: 8591 Dt: 11/3/22
No: T04819 Dt: 12/3/22
Sign:
G.V.R.C. PVT. LTD.

Subject to Hyderabad Jurisdiction

Authorised signatory

SUMMIT SALES LLP
IN WARD
No. 78475
Date: 12/3
Sign:
R.R. DIST.