PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	14/03/2022	Prepared by	MANISH.	Serial no.	2111
Supplier name	SSLLP.			HO inward no.	
Firm/Company	GVRC.	Project	Jumopolis.	HO received date	
PO/WO date	15/12/2021	PO/WO No.	83649.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	22544.	10/03/2022	1,51,501/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		1,51,501/-	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	104826.	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:			1,51,501/-
Amount E – PO / WO value:			1,51,501/-
Amount F – Difference (A – E):			- NIL -
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	15/03/2022.		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		14 MAR 2022			
Date					
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

Customer Details		
GV Research center Pvt Ltd	Invoice No.	22544
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	Invoice Date.	10-03-2022
	PO No.	83649
	PO Date.	15-12-2021
	Req ID	72049
	Req Date	13-12-2021
GSTIN : 36AAHCG4562D1ZP PAN AAHCG4562D	Loc Req No	164292

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	3002 - Cement - PPC - 50kgs - bags	2523	500	236.72	118,360.00	28	33,140.80
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST	Total Taxable Amount	118,360.00	33,140.80
	16,570.40	16,570.40	Total Invoice Amount	151,500.80	

Rupees : One Lakh(s) Fifty One Thousand Five Hundred and Paise Eighty Only.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 9216
Date: 10/3
Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Form for closure of purchase order

Data required from site/engineers:			
PO no.:	83649	PO date:	15/12/21
Req. no.:	164292	Req. date:	13/12/21
Material received	□ Part ☑ Full	MRN nos.:	99003
If material partially delivered then can balance material be ordered by new requisition/PO	☑ No further material required and PO can be closed. □ No material cannot be ordered by new PO. □ PO can be closed and balance material can be ordered by new requisition.	Can PO be closed?	☑ Yes □ No
Remarks by engineer:	— Final Bill —		

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

Prepared by	Sign	Date	Project manager	Sign	Date
Sidevi	[signature]	4/3/22			

Data required from accounts:	
Are any bills received wrt to this PO.	□ Yes for full PO □ Yes for part of PO ☑ No.
Scan ID nos. of advice for credit to supplier	
Remarks by Accountants:	

Notes: 1. Accountants to attach hard copy of purchase voucher.

Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
	[signature]	5-3-22			

Action taken by purchase:	
Status of PO	□ PO closed and email sent to supplier. □ PO open material awaited.
Status of proof of delivery:	□ Proof of delivery received. □ Proof of delivery not available with site or purchase.
Original barcoded PO available	□ Yes □ No – certified copy received from accounts.
Original bill available	□ Yes □ No – certified copy obtained from supplier.
Supplier's ledger available	□ Yes □ No
Advice for credit to supplier	□ Prepared for entire PO □ Part of PO and PO closed. □ Prepared for part of PO and balance material awaited.
Remarks by purchase:	

Prepared by	Sign	Date	Purchase manager	Sign	Date
				nnn	

Notes: 1. Purchase to attach hard copies of 'advice for credit to supplier'. 2. In case advice for payment to supplier cannot be prepared (material not delivered or other reasons) attach this note to original PO, original requisition, original bill and proof of delivery and send to MD.

Check & make bill

Make advice for credit!

APPROVED BY
05 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

Form for closure of purchase order dt 3-3-22 ver2

Purchase Order

Page(s) 1 Of 1 15-12-2021 3:33:18 PM Original

83649
15.12.21 11:27:15

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**	83649	164292
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	15-12-2021	
	Quote No	NIL	
040-66335551	**Quote Date**	15-12-2021	
9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	3002 - Cement - PPC - 50kgs - bags	500.00	236.72	0.00	28.00	151,500.80
				Total Order Value . . .		**151,500.80**

Rupees : One Lakh(s) Fifty One Thousand Five Hundred and Paise Eighty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of brand/company
Payment Terms	After Delivery & Production of bill
Tax	Included in the above price
Delivery Date	within 2 days
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Mr. Sanjay - 9502288244
Penality For Delay	Nil
Transportation Cost	Included in the above prices
Warranty	Nil
Advance Paid	Nil
Other Terms	Payment as per actual receipt of material Rs 12/- Hamali Charges,.Above order for site use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	PO NO 83647.

For MDs APPROVAL
☐ High Value/quantity beyond limits.
☑ Po/Req. processed-post approval.
☐ Approval for technical details/clarification
☐ Replenishing SSLLP stock
☐ Other

APPROVED BY
16 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

Books of accounts verified and no bills wrt this PO were received by accounts
Name: A.PRAVEEN RAJU
Sign: A.Balu Rai
Date: 3-3-22

For *G V Reserch Centers Pvt Ltd*
Authorised Signatory
15/12/2021
Name :

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

Date : __/__/____

1555

Requisition Form

Company Name:	GV Research Center Pvt Ltd.	Date:	13-12-21
Site & Phase:	Innopolis	Time:	14:10
Supplier		Req. No.	164292
Material required before date: 15.12.2021		ID No.	72049

No	Description	Size	Quantity	Units	Inward No	Date
1.	PPC Cement		500	No's	236/72	
2.					+287	
	PO 83649					

APPROVED
15 DEC 2021
MINISH PARIKH
MANAGER PROCUREMENT

APPROVED BY
16 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

Remarks: Towards Site purpose			
Prepared By	Sridevi	Approved by	Ramesh reddy
Sign. & Date	13-12-21	Sign. & Date	13-12-21

Note:

Paridhi enterprises

500 No's Cement Bag's Received.

PO NO: 83649 / 164292

INWARD	
Inward No: 7500	Dt: 19/12/21
MRN No: 104826	Dt: 10/3/22
Received By:	Sign:
G.V.R.C. PVT. LTD.	

Recd on 10.3.22

SUMMIT SALES LLP
BAL. DIST.
IN WARD
No: 78376
Date: 14/7
Sign: