E

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	20/4/22	Prepared by	Mani	Serial no.	- 3327
Supplier name	Green Belt Services			HO inward no.	
Firm/Company	GVRL	Project	Imopolis	HO received date	
PO/WO date	30/3/22	PO/WO No.	86878	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	108	19/4/22	15,847/-	□ Yes □ No
2.			/	□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A Bills total (Excluding Transport & Hamali Charges):	13,780/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	106224	Proof of delivery matches MRN	☑ Yes □ No

Amount B –Other Credits : Transportation charges	2067/-
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	15,847/-
Amount E – PO / WO value:	13,780/-
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	25/4/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Mona				
Sign:	Mani				
Date	20/4/22				
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.

GSTIN :36AAUFG2910P1ZT

INVOICE

Cell : 8897895924

Composite Scheme

GREEN BELT SERVICES

GARDENING, HOUSE KEEPING, PAINTING,CIVIL & LABOUR CONTRACTOR

H.No. 4-1270, Marthanda Nagar, New Hafeezpet, Near Kondapur, Hyderabad - 49.

E-mail : greenbeltservices.2212@gmail.com

M/s. G. V. Reserch Centers pvt. LTD

(G.VRC)

Sl.No. 108 Date : 19/04/2022

D.C.No. 110 Date :

P.O.No. 86878 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	supply of grass & plants	-	-	15,847	00
			TOTAL	15,847	00

SUMMIT SALES LLP R.R. DIST. IN WARD No: 93526 Date: 20/4 Sign:

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: Fifteen Thousand Eight Hundred forty seven only,

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

 30-03-2022 11:58:32

86878
16.03.22 2:13:37

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

Supplier Details			
Green Belt Services	**Doc No**	86878	164786
4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc Date**	30-03-2022	
	Quote No	Nil	
GSTIN 36AAUFG2910P1ZT	**Quote Date**	30-03-2022	
8897895924	**SupplyType**	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6031 - Miscellaneous - Plants - NA - nos *I. V. Vall creepers*	100.00	35.00	0.00	6.00	3,710.00
2	6016 - Miscellaneous - Carpet Grass - NA - sft	950.00	10.00	0.00	6.00	10,070.00
			Total Order Value . . .			**13,780.00**

Rupees : Thirteen Thousand Seven Hundred Eighty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	Nil
Transportation	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for 2727 wall side purpose.
Completion Date	Nil
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 deli vary /DC can be sent by email.

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

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	G V Research Centre	Date:	30.03.2022
Site & Phase:	Innopolis	Time:	13:50
Supplier		Req. No.	164786
Material required before date: 31.03.2022		ID No.	75128

No	Description	Size	Quantity	Units	Inward No	Date
1.	I.V. Vall Creepers 51		100	No's		
2.	Carpet Grass 17		950	Sft		
3.						
4.	86878					
5.						
6.						

Madhu

Remarks: Towards 2727 wall side purpose.

Prepared By	Madhu	Approved by	T.Madhu
Sign. & Date	30.03.2022	Sign. & Date	30.03.2022

APPROVED
31 MAR 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

36AAUFG2910P1ZT
site Scheme

DELIVERY CHALLAN

Cell : 8897895924

GREEN BELT SERVICES

GARDENING, HOUSE KEEPING, PAINTING, CIVIL & LABOUR CONTRACTOR
H.No. 4-1270, Marthanda Nagar, New Hafeezpet, Near Kondapur, Hyderabad - 49
E-mail : greenbeltservices.2212@gmail.com

M/s G.V. Reserch Centers pvt Ltd
(GVRC)

D.C.No. 111 Date : 15/04/2022
P.O.No. 87134 Date 164805

S.No.	PARTICULARS		QUANTITY
1	Carpet grass	–	550. SFt
2	Akalifa - Red	–	75. NO's
3	Akalifa. green	–	75. ~~[illegible]~~ NO's
4	Transport Extra	–	

INWARD
Inward No: 8947 Dt: 16.4.22
... No: 106222 Dt: 18/4/22
Received By: Mudliar Sign: Mudliar

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 79332
Date: 21/4
Sign: L