PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	02/05/22	Prepared by	Ramya	Serial no.	3664
Supplier name	Green Belt services			HO inward no.	
Firm/Company	MH PLCP	Project	SOV	HO received date	
PO/WO date	20/04/22	PO/WO No.	87168	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	111	07/04/22	53,795	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A Bills total (Excluding Transport & Hamali Charges):	50,085

Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	106608	Proof of delivery matches MRN	☑ Yes □ No

Amount B –Other Credits : Transportation charges	3710/-
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	53,795/-
Amount E – PO / WO value:	50,085/-
Amount F – Difference (A – E):	3710/-
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	09/05/22
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya	Prabhakar			
Sign:	[signature]	[signature]			
Date	02/05/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
02 MAY 2022
P. 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.

GSTIN :36AAUFG2910P1ZT

Composite Scheme

INVOICE

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. MODi Housing pvt. Ltd

(SOV: III)

Sl.No. 111 Date: 29/4/2022

D.C.No. 112 Date :

P.O.No. 87168 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of silverOak Trees	35 No's		53,795	00
			TOTAL	53,795	00

SUMMIT SALES LLP R.R. DIST. INWARD No: 93922 Date: 30/4 Sign:

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: Fifty Three Thousand seven Hundred ninty five only

For GREEN BELT SERVICES

Authorised Signatory

1 - Trees — 35x1350 = 47250

2 - Transport — 3500

50750

3 Gst 6% → 3045

total 53795

Purchase Order

 21-04-2022 13:23:21

87168
04.04.22 1:33:42

From Company :	**Modi Housing Pvt.Ltd** 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003 G S T No. : 36AADCM5906D2Z0

Supplier Details

Green Belt Services
4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49

GSTIN 36AAUFG2910P1ZT

8897895924

Doc No	87168	185171
Doc Date	20-04-2022	
Quote No	Nil	
Quote Date	07-04-2022	
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 *Silver Oak plants 15 feet*	35.00	1,350.00	0.00	6.00	50,085.00
			Total Order Value . . .			**50,085.00**

Rupees : Fifty Thousand Eighty Five 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	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
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 V.No 101 to 135 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 MDs APPROVAL
- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSLLP stock
- ☐ Other

APPROVED BY
23 APR 2022
SOHAM MODI
MANAGING DIRECTOR

For *Modi Housing Pvt.Ltd*

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For *Green Belt Services*

Date : __/__/__

Requisition Form

Company Name:	Modi housing pvt.ltd	Date:	07-04-2022
Site & Phase :	Silver Oak Villas-III	Time:	10:30
Supplier		Req. No.	185171
Material required before date: urgent		ID No.	75374

No	Description	Size	Quantity	Units	Inward Number	Date
1	Silver Oak Plans	15'	35	Nos		
	87168					
		11/04/2022				

Remarks: - for Villa no.101 to 135

Prepared By	K.Tulasi Rani	Approved by	
Sign.& Date	07-04-2022	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

APPROVED
20 APR 2022
MINISH PARIKH
MANAGER PROCUREMENT

GSTIN :36AAUFG2910P1ZT

Composite 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. MODI Housing pvt. LtD

(SOV III)

D.C.No. 112 Date 28/04/2022

P.O.No 87168 Date :

S.No.	PARTICULARS	QUANTITY
1	Silver Oak Trees -	35 No's
2	Transport Extra -	

INWARD WITH DATE

Inward No. 317 Dt. 28/4/22

MRN No: 06608 Dt. 28/4/22

Received By Sign:

MHPL-SOV-PART-III

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

SUMMIT SALES LLP R.R. DIST.

IN WARD No: 29485

Date: 29/4

Sign: