PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	3/9/22	Prepared by		Peeps	Serial no.		7835
Supplier name	Green belt service				HO inward no.		
Firm/Company	GvRe	Project		Innopolis	HO received date		
PO/WO date	11/8/22	PO/WO No.		90948	Scan ID.		
Sl no.	Bill no.		Bill date		Bill amount		Original attached
1.	127		23/8/22		5,300/-		☑ Yes □ No
2.							□ Yes □ No
3.							□ Yes □ No
4.							□ Yes □ No
Amount A – Bills total (Excluding Transport & Hamali Charges):							5,300/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report							
MRN nos.:	110949				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:							5,300/-
Amount E – PO / WO value:							5,200/-
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			12/9/22				
Remarks:			final bill				

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Peeps				
Sign:	[signature]				
Date	3/9/22				
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

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. G.V. Reserch Centers pvt Ltd

(GVRC)

D.C.No. 127 Date 23/08/2022

P.O.No 90948 Date :

S.No.	PARTICULARS		QUANTITY
1	Golden duranta	–	500 no's
2	Trans port Extra	–	

INWARD

Inward No 9292 Dt: 23/8/22

MRN No: 1109149 Dt: 23/08/22

Received By: Sign:

Genome Valley Research Center Pvt. Ltd.

SUMMIT SALES LLP R.R. DIST.

IN WARD No: 82395 Date: 2/9/22 Sign:

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

Purchase Order

 11-08-2022 14:28:13

90948
29.07.22 12:09:36

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Green Belt Services	**Doc No**	90948	206172
4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc Date**	11-08-2022	
	Quote No	Nil	
GSTIN 36AAUFG2910P1ZT	**Quote Date**	11-08-2022	
8897895924	**SupplyType**	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	566000 - PLAN-Plants - Outdoor Plant-Golden Duranta- - - - Nos	500.00	10.00	0.00	6.00	5,300.00
					Total Order Value . . .	**5,300.00**

Rupees : Five Thousand Three Hundred 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 plantation 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:	GVRC						
Site & Phase :	Innopolis	Date:	10.08.2022				
Flat/Block no.		Time:	14:00				
Supplier:							
Material required before date:	12.08.2022	Req. No.	206172				
S No	Item	ID No.	78802				
		Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	CHEM9815-Chemical-Vermicompost---20Kg-Bag	20		20			
2	PLAN5660-Plants-Outdoor Plant-Golden Duranta---Nos 90948	500		500			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:	Towards 2727 plantation purpose						
	Engineer						
Prepared By:	Sridevi	Project Manager		Purchase		MD	
Approved By:	T.Madhu						
Sign & Date:	10.08.2022						

APPROVED
11 AUG 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE