PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	12/9/22	Prepared by	Deepa	Serial no.	**8265**
Supplier name	Green belt service			HO inward no.	
Firm/Company	Gree	Project	Innopolis	HO received date	
PO/WO date	30/8/22	PO/WO No.	91488	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	121	7/9/22	20,273/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	20,273/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 111401	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:	20,273
Amount E – PO / WO value:	18,417/-
Amount F – Difference (A – E):	1856
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	19/9/22
Remarks:	final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	12/9/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
13 SEP 2022
MINISH PAR'KH
MANAGER PROCUREMENT

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. G. V. Reserch Centers pvt LtD (G.V.R.C.)

Sl.No. 131 Date 07/09/2022

D.C.No. 131 Date :

P.O.No. 91488 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of plants -			20,273	00
			TOTAL	20,273	00

SUMMIT SALES LLP R.R. DIST. INWARD No: 98696 Date: 7/9/22 Sign:

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: twenty Thousand two Hundred Seventy Three only.

For GREEN BELT SERVICES

Authorised Signatory

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) 91488

D.C.No. 131 Date 06/09/2022

P.O.No. 91488 Date :

S.No.	PARTICULARS	QUANTITY
1	Bombay Border	425 No's.
2	Creepers (Begonia orange-Plower)	100 No's
3	Transport Extra	

INWARD

Inward No: 9897 Dt: 6/9/22

MRN No: 11140 Dt: 6/9/22

Received By: D. Rajkumar Sign: D. Rajkumar

Genome Valley Research Center Pvt. Ltd.

SUMMIT SALES LLP R.R. DIST.

IN WARD No: 8256 Date: 7/9/22 Sign:

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

Purchase Order

 30-08-2022 15:55:40

91488
17.08.22 1:05:57

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

GSTIN 36AAUFG2910P1ZT

8897897924

Doc No	91488	206215
Doc Date	30-08-2022	
Quote No	Nil	
Quote Date	30-08-2022	
SupplyType	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	434000 - PLAN-Plants - Bombay Border-- - - - Nos	425.00	35.00	0.00	6.00	15,767.50
2	309300 - PLAN-Plants - Creepers-Begonia Orange Flower- - - - Nos	100.00	25.00	0.00	6.00	2,650.00
			Total Order Value . . .			**18,417.50**

Rupees : Eighteen Thousand Four Hundred Seventeen and Paise Fifty 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 Garden 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 : Venkat 01/09/22

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	GVRC					
Site & Phase :	Innopolis	Date:	27.08.2022			
Flat/Block no.		Time:	10:10			
Supplier:						
Material required before date:	Urgent	Req. No.	206215			
		ID No.	79263			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	PLAN4340-Plants-Bombay Border----Nos 35✓ 91488					
2	PLAN3093-Plants-Creepers-Begonia Orange Flower---Nos 25✓	425	0	425		
3		100	0	100		
4						
5						
6	Mounica					
7						
8						
9						
10						
Remarks:	Towards GVRC garden purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Mr.Madhu					
Approved By:	Mr.Madhu					
Sign & Date:	27.08.2022					

APPROVED
30 AUG 2022
MINISH PARIKH
MANAGER PROCUREMENT