

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		02/11/22		Prepared by	Minish	Serial no.	10046
Supplier name		Green Belt Services			HO inward no.		
Firm/Company		Crescentia Labs		Project	HO GV ONE		
PO/WO date		13/10/22		PO/WO No.	92894		
Scan ID..							
Sl no.	Bill no.	Bill date	Bill amount	Original attached			
1.	140	21/10/22	7,473/-	☒ Yes ☐ No			
2.				☐ Yes ☐ No			
3.				☐ Yes ☐ No			
4.				☐ Yes ☐ No			
Amount A – Bills total (Excluding Transport & Hamali Charges):						7,473/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report							
MRN nos.:	112979			Proof of delivery matches MRN	☒ Yes ☐ No		
Amount B – Other Credits : Transportation charges						1450 + 12/-	
Amount C – Other Debits :						1960/-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:						7,473/-	
Amount E – PO / WO value:						5,618/-	
Amount F – Difference (A – E):						1,855/-	
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				7/11/22			
Remarks: Final bill							
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager		
Name:							
Sign:							
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.

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. Crescentia Labs Pvt Ltd

SI.No.

139Date : 21/10/2022

D.C.No.

140

Date :

P.O.No.

92894

Date :

(G.V.1)

S.No.	PARTICULARS	Qty.	Rate	AMOUNT	
				Rs.	Ps.
1	Supply of plants & Carpet grass			7,473.00	
				TOTAL	7,473.00

**GREEN BELT SERVICES**

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: Seven Thousand Four
Hundred Seventy Three only.**For GREEN BELT SERVICES**
Authorised Signatory

Purchase Order

Page(s) 1 Of 1

13-10-2022 5:01:32 PM



92894

11.10.22 11:08:40

From Company : **Crescentia Labs Pvt Ltd**Plot No.15-B, MN Park Phase-I, Sy No.230 to 243, Turkapally Village, S
Malkajigiri (D).

G S T No. : 36AADCB2608M1ZO

Supplier Details

Green Belt Services

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

GSTIN 36AAUFG2910P1ZT

8897895924

Doc No	92894	195077
Doc Date	13-10-2022	
Quote No	Nil	
Quote Date	11-10-2022	
SupplyType	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 566400 - PLAN-Plants - Outdoor Plant-Wedilia Yellow Flowering Plant- - - - Nos	20.00	85.00	0.00	6.00	1,802.00
2 653500 - PLAN-Plants - Grass-Carpet grass- - - - sqm	300.00	12.00	0.00	6.00	3,816.00
Total Order Value . . .					5,618.00

Rupees : Five Thousand Six Hundred Eighteen 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** G V OnePlot No.15-B, MN Park Phase-I, Sy No. 230 to 243, Turkapally Village, Shameerpet mandal, Medchal Malkajigiri (D)
Phone. .**Penalty 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 gardening use main gate foot path area 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 **Crescentia Labs Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Green Belt Services**Name : 14/10/22

Name : _____

Date : __/__/__

Requisition Form	Crescentia labs Pvt Ltd			
Company Name:	GV ONE			
Site & Phase :				
Unit No./Block No.				
Supplier:	Req. No. 195077			
Material required before date:	ID No. 80526			
S No	Item	Qty required	Qty available at site	Order Qty Inward No Inward Date
1	PLAN5664-Plants-Outdoor Plant- Yellow ^{recoma} Yellow Flowering Plant---Nos	20		
2	PLAN6535-Plants-Grass-Carpet grass---sqm	300	92894	
3				
4				
5				
6				
7				
8				
9				
10				
Remarks:	Towards gardening use purpose in main gate footpath area			
Engineer	Project Manager			
Prepared By:	Md Mursalin Ansari			
Approved By:	Subba Reddy			
Sign & Date:	11/10/2022			

APPROVED
14 OCT 2022
MINISH PARIKH
MANAGER PROCUREMENT

MD

GSTIN : 36AAUFG2910P1ZT

DELIVERY CHALLAN

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. Crescentia Labs Pvt LtdD.C.No. 140 Date: 15/10/2022

(GV.1)

P.O.No. 92894 Date: _____

S.No.	PARTICULARS	QUANTITY
1	Tecoma plants -	- 20, No's
2	Koriam Carpet grass.	- 300 Sft
3	Trans post Extra	

INWARD

Inward No: 1131 Dt: 15-10-22

MRN No: 112979 Dt: 20-10-22

Received By: Anjan Sign: Anjan

CRESCENTIA LABS PVT LTD

SUMMIT SALES LLP

INWARD

No: 83752

Date: 26/10/22

Sign: [Signature]

R.R. DIST.

AK

Receivers Signature

For GREEN BELT SERVICES

[Signature]

Authorised Signatory