PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 21/11/22 | Prepared by | Venkatesh | Serial no. | 10744 |
| Supplier name | Green belt Services | | | HO inward no. | |
| Firm/Company | MHPL | Project | SOV-III | HO received date | |
| PO/WO date | 14/11/22 | PO/WO No. | 93960 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 143 | 17/11/22 | 8,480/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 8,480/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |

| | | | |
|---|---|---|---|
| MRN nos.: | 113899 | Proof of delivery matches MRN | ☑ Yes □ No |

| | |
|---|---|
| Amount B –Other Credits : Transportation charges | 1,325 |
| Amount C –Other Debits : | – |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 8,480 |
| Amount E – PO / WO value: | 7,155 |
| 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 | 28/11/22 |
| Remarks: | final Bill |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | Venkat | | | |
| Sign: | | [signature] | | | |
| Date | | APPROVED 22 NOV 2022 | | | |
| 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. MODi Housing pvt LtD

(MHPL)

Sl.No. 143 Date : 17/11/2022

D.C.No. 147 Date :

P.O.No. 93960 Date :

| S.No. | PARTICULARS | Qty. | Rate | AMOUNT Rs. | Ps. |
|---|---|---|---|---|---|
| 1 | Supply of vermi Compost & Neem powder - | | - | 8,480 | 00 |
| | | | TOTAL | 8,480 | 00 |

SUMMIT SALES LLP
IN WARD
No: 10541
Date: 18/11/24
Sign:
R.R. DIST.

**GREEN BELT SERVICES**

**Bank Name: HDFC Bank**

**A/c. No.50200055048996**

**IFSC Code: HDFC0002019**

*Rupees inwards:* Eight Thousand for Hundred Eighty only

**For GREEN BELT SERVICES**

*Authorised Signatory*

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. MODi Housing pvt LtD (MHPL)

D.C.No. 147 Date: 16/11/2022

P.O.No 93960 Date:

| S.No. | PARTICULARS | QUANTITY |
|---|---|---|
| 1 | Neem Case powder | - 5 Bags. |
| 2 | vermi Compost | - 20 Bags. |
| 3 | Trans port Extra | |

INWARD
Inward No: 592 Dt: 16/11/22
MRN No: 113879 Dt: 16/11/22
Received By: Sign:
M H P L-SOV-III

SUMMIT SALES LLP R.R. DIST.
INWARD No: 84332 Date: 18/11/22 Sign:

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

15-11-2022 14:51:27

# Purchase Order

93960
01.11.22 3:07:40

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** | 93960 | 185330 |
| **Doc Date** | 14-11-2022 | |
| **Quote No** | Nill | |
| **Quote Date** | 09-11-2022 | |
| **SupplyType** | Supply | |

**Kind Attn : Mr.Ravi Shanker**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 954800 - CHEM-Chemical - Neem Care powder-- - 40Kgs - Bags | 5.00 | 550.00 | 0.00 | 6.00 | 2,915.00 |
| 2 | 981500 - CHEM-Chemical - Vermicompost-- - 20Kg - Bag | 20.00 | 200.00 | 0.00 | 6.00 | 4,240.00 |
| | Rupees : Seven Thousand One Hundred Fifty Five Only. | | | | **Total Order Value . . .** | **7,155.00** |

## Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | 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<br>Sy .No.11,12,14,15,16,17,18 , 294<br>Phone. 0 |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Extra. |
| **Warranty** | Nil |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Above order For Security at villa no 129 foot path landscape at villa no 146 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 *Modi Housing Pvt.Ltd*

Authorised Signatory

Venu 18/11/22

Name : ____________

Contact

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ____________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Modi housing pvt Ltd. | Date: | 09-11-2022 |
| Site & Phase : | Silver Oak Villas-III | Time: | 14:31 |
| Unit No./Block N | For Security at villa no 129 to footpath landscape at villa no 146 purpose | | |
| Supplier: | | Req. No. | 185330 |
| Material required before date: | Urgent | ID No. | ~~81534~~ 81351 |

| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
|---|---|---|---|---|---|---|
| 1 | CHEM9548-Chemical-Neem Care powder---40Kgs-Bags | 5 | 0 | 5 | | |
| 2 | CHEM9815-Chemical-Vermicompost---20Kg-Bags | 20 | 0 | 20 | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | 93960/ | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: For Security at villa no 129 to footpath landscape at villa no 146 purpose

| | Engineer | Project Manager | Purchase | MD |
|---|---|---|---|---|
| Prepared By: | B.Meenakshi | | | |
| Approved By: | | | | |
| Sign & Date: | | 09-11-2022 | | |

APPROVED
13 NOV 2022
P. VENKATESWARLU
MANAGER PURCHASE