PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	22/11/22	Prepared by	Venkatesh	Serial no.	10720
Supplier name	Green Belt Services			HO inward no.	
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	17/10/22	PO/WO No.	93033	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	144	18/11/22	16,907/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	16,907/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 113929 — Proof of delivery matches MRN	☑ Yes □ No
Amount B –Other Credits : Transportation charges	1,855
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	16,907
Amount E – PO / WO value:	15,052
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	28/11/22
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venu			
Sign:					
Date		APPROVED 22 NOV 2022 P. VENKATESHWARLU MANAGER PURCHASE			
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 | **INVOICE** | 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 G V Reserch Center's pvt LtD (GVRC)

Sl.No. 144 Date : 18/11/2022

D.C.No. 149 Date :

P.O.No. 93033 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	supply of plants & grass -			- 16,907	00
			TOTAL	16,907	00

SUMMIT SALES LLP
INWARD
No. 101542
Date. 18/11/22
Sign.
R.R DIST.

GREEN BELT SERVICES
Bank Name: HDFC Bank
A/c. No.50200055048996
IFSC Code: HDFC0002019

Rupees inwards: Sixteen Thousand Nine Hundred Seven 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. G.V Reserch Centers pvt Ltd

(GVRC)

D.C.No. 149 Date : 17/11/2022

P.O.No. 93033 Date : ....

S.No.	PARTICULARS	QUANTITY
1	ACalypha -	80 no's
2	Country Grass -	28 Bags.
3	Trans port Extra -	

INWARD

Inward No: 10570	Dt: 17/11/22
MRN No: 113929	Dt: 17/11/2
Received By: Venkey	Sign: Venkey

Genome Valley Research Center Pvt. Ltd.

SUMMIT SALES LLP R.R. DIST.
INWARD No: 84335 Date: 18/11/22 Sign: ....

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

Purchase Order

 17-10-2022 15:38:58

93033
18.10.22 2:23:35

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 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49 **GSTIN** 36AAUFG2910P1ZT 8897895924	**Doc No**	93033	206351
	Doc Date	17-10-2022	
	Quote No	Nil	
	Quote Date	15-10-2022	
	SupplyType	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	658000 - PLAN-Plants - Outdoor Plant-Acalypha- - - - Nos	80.00	20.00	0.00	6.00	1,696.00
2	214200 - PLAN-Plants - Grass-Country Grass- - - - Bag	28.00	450.00	0.00	6.00	13,356.00
	Total Order Value . . .					**15,052.00**

Rupees : Fifteen Thousand Fifty Two 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 outdoor gardening 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

20/10/22

Name : ______

Name : ______

Accepted the above Terms And Conditions
For ***Green Belt Services***

Date : __/__/____

Requisition Form							
Company Name:	GVRC	Date:	15.10.2022				
Site & Phase :	innopolis	Time:	11:30				
Unit No./Block No.							
Supplier:		Req. No.	206351				
Material required before date:	urgent	ID No.	80628				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	PLAN6580-Plants-Outdoor Plant-Acalypha---Nos PO 93033 201 +6%-	80	0	80			
2	PLAN2142-Plants-Grass-Country Grass---Bag 450+18%-6%- Extra	28	0	28			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:	Towards outdoor gardening purpose.						
	Engineer	Project Manager	Purchase		MD		
Prepared By:	S.Nagamani						
Approved By:	Mr.madhu						
Sign & Date:	15.10.2022						

APPROVED
20 OCT 2022
MINISH PARIKH
MANAGER PROCUREMENT