PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25-11-22	Prepared by	Vanajakshi	Serial no.	10846
Supplier name	Green Belt Services			HO inward no.	
Firm/Company	SOV LLP	Project	SOV Part II	HO received date	
PO/WO date	22-11-22	PO/WO No.	94237	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	152	25-11-22	50,880	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	47,170
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 114224 — Proof of delivery matches MRN	☑ Yes □ No
Amount B –Other Credits : Transportation charges 3500 + 6 %	3,710
Amount C –Other Debits :	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	50,880
Amount E – PO / WO value:	47,170
Amount F – Difference (A – E):	3710
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	5-12-22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venkat			
Sign:		[signature]			
Date		APPROVED 25 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
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. Silver Oak villas. LLP.
(SOV)

Sl.No. 152 Date 25/11/2022
D.C.No. 153 Date :
P.O.No 94237 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of plants.			50,880	00
	TOTAL			50,880	00

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 101839
Date: 25/11/24
Sign:

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

Rupees inwards: Fifty Thousand Eight 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. Silver Oak villas. LLP.

(SOV)

D.C.No. 153 Date: 24/11/2022

P.O.No. 94237 Date :

S.No.	PARTICULARS	QUANTITY
1	Tecoma	100 no's
2	Silver Oak Trees	30 no's
3	Transport Extra	-

SUMMIT SALES LLP R.R. DIST. IN WARD No: 84485 Date: 25/11/22 Sign:

INWARD
Inward No: 3080 Dt: 24/11/22
MRN No: 14224 Dt: 24/11/22
Received By: Sign:
(Silver Oak Villas-Part-III)

Receivers Signature

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

 23-11-2022 12:25:09

94237
16.11.22 3:05:32

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details			
Green Belt Services 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc No**	94237	185334
	Doc Date	22-11-2022	
	Quote No	Nil	
GSTIN 36AAUFG2910P1ZT	**Quote Date**	22-11-2022	
8897895924	**SupplyType**	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	360400 - PLAN-Plants - Tecoma-- - 1200mm - Nos	100.00	85.00	0.00	6.00	9,010.00
2	497700 - PLAN-Plants - Trees-Silveroak- - - - Nos	30.00	1,200.00	0.00	6.00	38,160.00
					Total Order Value . . .	**47,170.00**

Rupees : Fourty Seven Thousand One Hundred Seventy Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.(Silver oak plants size should be 12' to 15')
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 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 Villa No 107 to 121 Totlet area work 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 ***Silver Oak Villas LLP***
Authorised Signatory

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

Name : ____________

Name : ____________

Date : __/__/____

Requisition Form							
Company Name:	MHPL SOV	Date:	21-11-2022				
Site & Phase :	SOV-III	Time:	11:00				
Unit No./Block No.	For villa no.152 to 159 line purpose						
Supplier:		Req. No.	185334				
Material required before date:	25-11-2022	ID No.	81745				
S No	Item PLAN-Plants-1604	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	PLNT3638-Plants-Tecoma---1200mm-Nos 94238	100Nos	0	100Nos			
2 PLAN Plnt	PLNT4179-Plants-Trees-Silveroak---Nos -4977	30Nos	0	30Nos			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:	For Villa no.107 to 121 Totlet area use purpose (Silver oak plants Size should be 12' to 15')						
	Engineer	Project Manager	Purchase		MD		
Prepared By:	K.Tulasi Rani						
Approved By:							
Sign & Date:							

APPROVED
21 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE