PURCHASE DIVISION

Advice for approval for credit to supplier

(E)

Date:	9/12/22	Prepared by	Minish	Serial no.	11461
Supplier name	Green Belt Services			HO inward no.	
Firm/Company	Crescentia labs	Project	GV one	HO received date	
PO/WO date	05/11/22	PO/WO No.	93653	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	146	23/11/22	4,168/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2737.34/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	113983	Proof of delivery matches MRN	☑ Yes ☐ No

Amount B –Other Credits : Transportation charges 1,350+6%	1,431
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	4,168/-
Amount E – PO / WO value:	2,737/-
Amount F – Difference (A – E):	1,431/-
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	19/12/22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
09 DEC 2022
MINISH PARIKH
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. Cresentia Labs pvt LtD

(G.V.1)

Sl.No. 146 Date: 23/11/22

D.C.No. 145 Date :

P.O.No. 93653 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of Carpet grass.		-	4,168	34
			TOTAL	4,168	34

SUMMIT SALES LLP R.R. DIST. IN WARD No: 101748 Date: 23/11/22 Sign:

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: For Thousand one Hundred sixty Eight only

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

 05-11-2022 14:29:06 Orig

93653
01.11.22 2:52:16

From Company : **Crescentia Labs Pvt Ltd**
Plot No.15-B, MN Park Phase-I, Sy No.230 to 243, Turkapally Village, Shan
Malkajigiri (D).
G S T No. : 36AADCB2608M1ZO

Supplier Details			
Green Belt Services	**Doc No**	93653	195087
4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc Date**	05-11-2022	
	Quote No	Nil	
GSTIN 36AAUFG2910P1ZT	**Quote Date**	04-11-2022	
8897895924	**SupplyType**	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	653500 - PLAN-Plants - Grass-Carpet grass- - - - sqm	20.00	129.12	0.00	6.00	2,737.34
				Total Order Value . . .		**2,737.34**

Rupees : Two Thousand Seven Hundred Thirty Seven and Paise Thirty Four 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 One Plot No.15-B, MN Park Phase-I, Sy No. 230 to 243, Turkapally Village, Shameerpet mandal, Medchal Malkajigiri (D) Phone. .
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 laying at west side footpath 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

Name : 07/11/22

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

Name : ______

Date : __/__/____

Requisition Form						
Company Name:	Crescentia Labs Pvt Ltd	Date:	04.11.2022			
Site & Phase :	GV One	Time:	15.30:00:00			
Unit No./Block No.						
Supplier:		Req. No.	195087			
Material required before date:		ID No.	81226			
S No	Item PO 93653	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	PLNT6535-Plants-Grass-Carpet grass---Sqm Green Belt	20	129.12 0	20		
2			+67.655			
3	PO 93653					
4	per std = 12 + 6%.655					
5						
6	Extra					
7						
8						
9						
10						
Remarks:	Towards laying at west side footpath					
	Engineer	Project Manager	APPROVED	Purchase		MD
Prepared By:	Md Mursalim Ansari		07 NOV 2022			
Approved By:	Subba Reddy					
Sign & Date:	4/11/2022		MINISH PARIKH MANAGER PROCUREMENT			

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. Cresentia Labs pvt LtD

(GV.1)

D.C.No. 145 Date : 15/11/2022

P.O.No. 93653 Date :

S.No.	PARTICULARS	QUANTITY
1	Carpet grass (200sft) – 129.12 sqmts –	129.12 sqmts.
2.	Transport Extra –	

INWARD	
Inward No: 1163	Dt: 15-11-22
MRN No: 113983	Dt: 18-11-22
Received By:	Sign:
CRESCENTIA LABS PVT LTD	

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

SUMMIT SALES LLP

R.R. DIST.

IN WARD

No: 8414

Date: 8/12/2022

Sign: