PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	9/12/22	Prepared by	Minish	Serial no.	11460
Supplier name	Green Belt Services			HO inward no.	
Firm/Company	Crescentia labs	Project	GV one	HO received date	
PO/WO date	15/11/22	PO/WO No.	94014	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	147	23/11/22	1,484 /-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,000 /-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	

MRN nos.:	113985	Proof of delivery matches MRN	☑ Yes ☐ No

Amount B –Other Credits : Transportation charges	400 + 6%	424 /-
Amount C –Other Debits :		–
Amount D (D=A+B-C) – Amount to be credited to the supplier:		1,484 /-
Amount E – PO / WO value:		1,060 /-
Amount F – Difference (A – E):		424 /-

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. 147 Date 23/11/22

D.C.No. 150 Date :

P.O.No. 94014 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of plants	–	–	1,484	00
		TOTAL		1,484	00

SUMMIT SALES LLP
IN WARD
No: 101747
Date: 23/11/24
Sign:
R.R. DIST.

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: one Thousand for Hundred Eighty for only,

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

 15-11-2022 13:50:08

94014
15.11.22 1:41:01

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

Supplier Details			
Green Belt Services 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc No**	94014	195098
	Doc Date	15-11-2022	
	Quote No	Nil	
GSTIN 36AAUFG2910P1ZT	**Quote Date**	14-11-2022	
8897895924	**SupplyType**	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	566000 - PLAN-Plants - Outdoor Plant-Golden Duranta- - - - Nos	100.00	10.00	0.00	6.00	1,060.00
					Total Order Value . . .	**1,060.00**

Rupees : One Thousand Sixty 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 Gardening use 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 : 17/11/22

Accepted the above Terms And Conditions

For *Green Belt Services*

Name : ______________________

Date : __/__/__

Requisition Form							
Company Name:	Crescentia Labs Pvt Ltd						
Site & Phase :	GV One	Date:	14.11.22				
Unit No /Block No.		Time:	14:00				
Supplier:							
Material required before date:		Req. No.	195098				
S No	Item	ID No.	81542				
1	PLNT6279-Plants-Outdoor Plant-Golden Duranta---Nos	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
2		100					
3							
4	PO 94014.						
5							
6							
7							
8							
9							
10							
Remarks:	Towards gardening use purpose						
	Engineer						
Prepared By:	Md Mursalim Ansari	Project Manager		Purchase		MD	
Approved By:	Subba Reddy						
Sign & Date:	14/11/2022						

APPROVED
17 NOV 2022
MINISH PARIKH
MANAGER PROCUREMENT

STIN :36AAUFG2910P1ZT

DELIVERY CHALLAN

Cell : 8897895924

mposite 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

/s. Cresentla Labs. pvt LTD

(G.V.1)

D.C.No. 150 Date : 17/11/2022

P.O.No. 94014 Date : ....

S.No.	PARTICULARS	QUANTITY
1	Golden duranta —	100 NO's
2	Trans port Extra -	

INWARD

Inward No: 190	Dt: 17/11/22
MRN No: 113985	Dt: 18-11-22
Received By: Rahul Nath	Sign:
CRESCENTIA LABS PVT LTD	

Receivers Signature

For GREEN BELT SERVICES

Authorised Signatory

SUMMIT SALES LLP
IN WARD
No: 34513
Date: 5/12/22
Sign:
R.R. DIST.