PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	28/12/22	Prepared by	Venkatesh	Serial no.	12204
Supplier name	Green belt Services			HO inward no.	
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	21/12/22	PO/WO No.	94165	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	158	23/12/22	7,247/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	5,830/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 115277 — Proof of delivery matches MRN	☑ Yes □ No
Amount B –Other Credits : Transportation charges Transporation + 6%	1,417
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	7,247
Amount E – PO / WO value:	5,830
Amount F – Difference (A – E):	1,417
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	02/01/2023
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venkat			
Sign:		APPROVED			
Date		28 DEC 2022			
Approval limit	Upto 20k	Above 20k P. VENKATESHWARLU MANAGER PURCHASE	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. 158 Date: 23/12/2022

D.C.No. 159 Date: ...

P.O.No. 94165 Date: ...

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of Compost +neem powder.	-	-	7,247	50
			TOTAL	7,247	50

SUMMIT SALES LLP R.R. DIST. IN WARD No: L03272 Date: 27/12/22 Sign:

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: Seven Thousand two Hundred forty Seven paise fifty 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 Center's pvt Ltd (GVRC)

D.C.No. 159 Date 20/12/2022

P.O.No. 94165 Date :

S.No.	PARTICULARS	QUANTITY
1	Neem Care powder –	5-Bags.
2	varmi Compost –	10-Bags.
3	Transport Extra –	

INWARD
Inward No: 10842 Dt: 20/12/22
MRN No: 115227 Dt: 21/12/22
Received By: Sign:
Genome Valley Research Center Pvt. Ltd.

SUMMIT SALES LLP R.R. DIST. IN WARD No: Date: Sign:

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

Purchase Order

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94165
16.11.22 2:59:08

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50(
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	94165	206453
Doc Date	21-11-2022	
Quote No	Nil	
Quote Date	18-11-2022	
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	700.00	0.00	6.00	3,710.00
2	981500 - CHEM-Chemical - Vermicompost-- - 20Kg - Bag	10.00	200.00	0.00	6.00	2,120.00
	Rupees : Five Thousand Eight Hundred Thirty Only.				**Total Order Value . . .**	**5,830.00**

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	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
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 garden fertilization 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

Name : Veera

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

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	GVRC					
Site & Phase:	innopolis	Date:	18.11.2022			
Unit No /Block No.		Time:	10:20			
Supplier:						
Material required before date:	urgent	Req. No.	206453			
		ID No.	81685			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS3491-Consumables-Vermicompost---20Kg-Bags	10	0	10		
2	CONS1278-Consumables-Neem Care powder---40Kgs-Bags	5	0	5		
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	Towards garden fertilization purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	S Nagamani					
Approved By:	Mr Madhu					
Sign & Date:	18.11.2022					

PO: 94165

APPROVED
22 NOV 2022
MINISH PARIKH
MANAGER PROCUREMENT